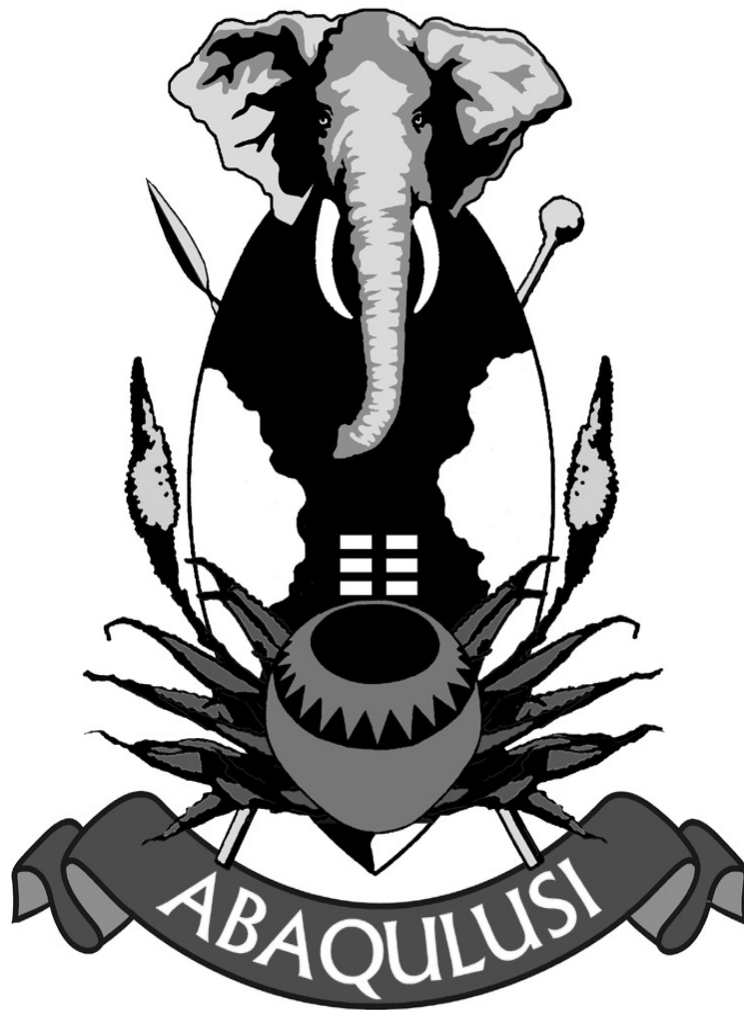




Annual Report

2007/2008



“Leadership and service excellence.”



Contents

Table of Contents.....	2
Foreword by His Worship the Mayor.....	3
Municipal Manager’s Remarks.....	4
Political Leadership Structure.....	5
Vision and Mission.....	6-7
Corporate Services Department.....	8-10
Technical Services Department.....	11-15
Community Services Department.....	16-18
Financial Services Department.....	19-66
Municipal Performance Plan.....	67-135

Foreword by His Worship the Mayor



Cllr GM Dlamini

I am once again humbled and privileged to write this foreword for the 2007/2008 annual report.

This is the second year that AbaQulusi Municipality is in a position to report on its activities. We are fortunate to be able to report that the year under review has gone by without any major administrative and managerial problems. This I believe can be attributed to the dedicated management corp and other members of staff appointed during the year under review.

As mentioned in my previous report the Municipality had received a an advice audit report for 2006/2007. I am delighted to report that we have received an unqualified audit report for the year under review. This is a major breakthrough and we can only thank the Municipal Manager and staff for their support and dedication during the year. This has taken a huge effort by all involved.

We have again managed to reach out to most of our communities during the budget process. The provision of free basic services to the poorest of the poor is placing a big strain on our budget and the need still increases every year. Electrification of the rural areas is proceeding and the housing project in Lakeside is progressing, although not at the rate one would have wished for.

The Municipality will proceed providing 6 kiloliters of free water to the poorest of the poor as per the mandate of our IFP President Dr. M G Buthelezi. We will also proceed to encourage our communities to engage in projects of "self help and self reliance" as taught by Dr. Buthelezi.

I would like to take this opportunity of again expressing our gratitude to all who worked selflessly to reach our target for an unqualified audit report.

***“Leadership and
service
excellence.”***

GM DLAMINI
MAYOR

11 JUNE 2008

Remarks by the Municipal Manager



Mr MJ Mathenjwa

“The Year of Great Success”

I can only describe this financial year as the year of great success for us. For the first time since the Municipality was established, our Municipality received an unqualified audit report. At the end of June 2000, June 2001, June 2002, June 2003 and June 2004 the Municipality received Qualified Audit Opinions. At the end of June 2005 and June 2006 the Municipality received disclaimers. At the end of June 2007 the Municipality received an adverse opinion and for the first time in history of our Municipality at the end of June 2008 we received an unqualified Audit Opinion.

The municipality has made great strides in the delivery of services to the urban and semi-rural community by providing electricity to many new households. The provision of potable water to all has been a priority and will continue into the new financial year. The Housing Development at Bhhekuzulu Phase 6B is almost complete with houses being handed over on a weekly basis. During the year under review the Council decided to outsource the Waste Management Collection service for most of the areas.

We give glory to our almighty God for giving our administration skills and strength to take our Municipality to this level for the first time in its history. Honourable Mayor, I thank you and the Councillors for the support and more particularly the members of the administration for their unwavering support, and dedication under difficult conditions, more especially my Chief Financial Officer Mrs. M J Pearson for her skills, experience and unconditional support to the Municipality

M J MATHENJWA
MUNICIPAL MANAGER

Political Leadership Structure



Tourism and Local Economic Development Portfolio Committee

Chaired by: The Mayor, Cllr GM Dlamini

Members: Cllrs WF Burger, JZ Buthelezi, DM Khaba, NP Nene, TV Radebe and ME Zungu.



Infrastructure and Housing Portfolio Committee

Chaired by: The Deputy Mayor, Cllr JJ Jones

Members: Cllrs ZS Buthelezi, PN Khaba, MA Mazibuko, BA Mtshali, PM Mtshali and BL Zwane.



Speaker

The Municipal Council is chaired by the Speaker, Cllr SB Dlodlo. It comprises 39 councillors. The Council plays the overall political role.



Human Resources Portfolio Committee

Chaired by: Cllr EJS Moolman

Members: Cllrs ISM Hadebe, AM Masondo, AD Mkhulise, JW Mthembu, MJ Sibiya and EC Tsigeng.

Community Services Portfolio Committee

Chaired by: Cllr EJS Moolman

Members: Cllrs MJ Dlamini, HE Heyns, H Nkabinde, G Nkohl, TE Vilakazi and MA Xulu.



Youth Development and Gender Capacity Building Portfolio Committee

Chaired by: Cllr MB Khumalo

Members: Cllrs NA Kunene, RB Mhlungu, CN Molefe, LM Ndlovu, SR Nkosi and MA Xulu.



Strategic Planning and GIS Portfolio Committee

Chaired by: Cllr SE Qwabe

Members: Cllrs WF Burger, JJ Jones, DM Khaba, GP Koekemoer, M Mdlalose and ME Mtshali.



Exco Member

Cllr EC Tshigeng is an Exco member.



Exco Member

Cllr B A Mtshali does not chair any portfolio committee, he remained an Exco member.

Vision

“To make the people of AbaQulusi enjoy the most improved quality of life and community-driven services by 2020”

Mission

AbaQulusi Municipality commits to the following:

- * **Creating an environment conducive to economic development and growth.**
- * **Becoming the focus area for the Zulu-cultural tourism.**
- * **Making AbaQulusi area a safe and vibrant place to live and work in.**
- * **Improved service delivery.**
- * **Good governance.**

Corporate Services Department



Mr Siya A Radebe

Corporate Services Department provides a support function to all of other departments and assist in general administration. It brings together the corporate management of the Council's main functions: Council Support, Facilities and maintenance, Human Resources, capacity building, training and development, community liaison, ward committees management, legal services and Information Technology. Our purpose is to serve the community of AbaQulusi, either directly or with the co-operation of others, through

- * **Leadership and service excellence; and**
- * **Quality Services through consultation, setting service standards, increasing access, ensuring courtesy, providing information, openness and transparency, redress and value for money.**

Employment Equity

The municipality, through its actions, continued to show its commitment to affirmative action and will continue to do so. The municipality is currently dominated by males which remains a one of the challenges in the years ahead.

Human Resources

NEW APPOINTMENTS 2007-2008 FINANCIAL YEAR:

The municipality has a staff complement of 449 (this number includes both permanent and contracted employees).

SURNAME & INITIALS	DESIGNATION	GENDER
Zondi SV	Executive Manager: Community Services	Male
Radebe SV	Executive Manager: Corporate Services	Male
Pearson MJ	Chief Financial Officer	Female
Ndlovu PJ	Manager: Roads & Stormwater	Male
Sibiya SG	Manager: Projects & Contracts	Male
Sithole MJ	Manager: Town Planning	Male
Shoyisa BG	Manager: Supply Chain	Male
Ndlovu EM Sr	Manager: Environmental Management	Female
Langa SSE	Manager: Social Services	Male
Barnes IR	Community Liaison Officer	Male
Ngema DM	Sports & Recreation Officer	Male
Siyaya SS	Traffic Warden	Male
Hill HA	Licensing Clerk	Female
Zulu N	Finance Clerk	Male
Mkhwanazi SE	Cleaner	Male
Mthembu	Finance Management Intern	Female
Mthombeni BR	Cleaner	Male
Ndaba MC	Caretaker: Swimming Pool	Male
Nkosi NP	Cashier: Finance	Female
Nkosi MP	Secretary: Community Services Manager	Female
Dlamini SP	Process Clerk	Female

Social Development

AbaQulusi Municipality has taken an initiative by empowering graduates by offering them in-service training and/or internship within the critical and scarce skills which are absolute skills in the Electrical Field.

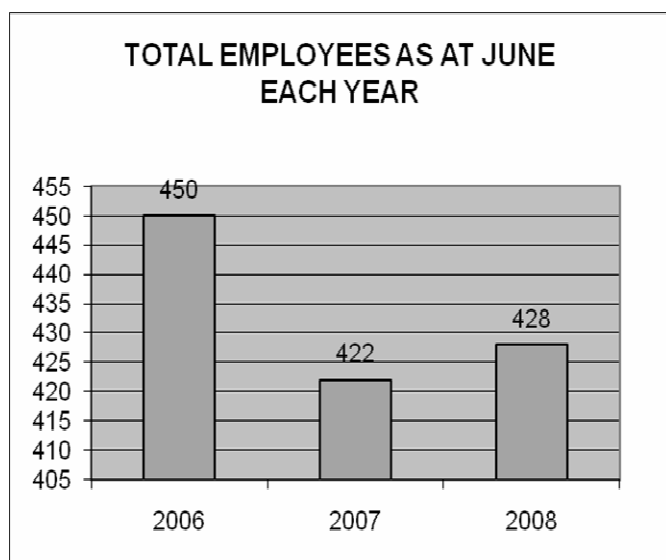
The municipality has continued in its programme to empower previously disadvantaged through training and development. It declared its intent to conduct three learnerships with the Local Government Sector Education and Training Authority (LGSETA) in the 2007/08 financial year and discretionary grants amounting to **R528,000.00** was received for the Local Economic Development and Electrical Distribution Learnerships, respectively.

A partnership between AbaQulusi Municipality with Xstrata Coal Mining gave birth to the 18 ICT students from previously disadvantaged communities being given bursaries to study in Johannesburg and three (2) students being awarded the bursary to study the Bachelor of Business Administration Degree with CIDA.

STAFF MOVEMENTS

Resignations

Mncwabe DD
Huyser JC
Zwane BS
Madonda CS
Ngema FB
Madonsela DP



Retirement

Fakude TM	:	Cleaner
Adlam RC	:	Foreman
Zulu RN	:	Supervisor
Mntambo M	:	General Worker
Te Brugge UJ	:	Librarian
Khumalo MI	:	Artisan Assistant
Dlamini MW	:	Social Worker

Long Service Awards

The following employees received gold watches and cheques for being loyal employees within the municipality for a period of not less than ten **(10)** years:

Bophela SP
Dlamini L
Dlamini AM
Dlamini P (Late)
Khanyi BT
Mabaso TS
Mthethwa T
Ndlela MB (Late)
Nxumalo M
Mpanza VA
Xulu TJ

Obituary

The following employees passed away during the year 2007/2008:

Xulu J
Nienaber LN
Hlatshwayo LC
Ndlovu NP
Ngwenya SN
Nyandeni V
Nkwanyana MM
Mazibuko SR
Mbatha EM
Nkwanyana CS
Mntambo M

May their souls rest in Peace.

Training and Development

The Skills Development and Skills Development Levies Acts which were brought about to encourage investment by employers in the training and development of their staff. The AbaQulusi Municipality is currently paying 1% of its annual payroll to the Local Government Sector Education and Training Authority (LGSETA).

The AbaQulusi Municipality complied with legislation by submitting the Workplace Skills Plan for the 2006/2007 financial year and the Workplace Implementation Report for the 2006/2007 financial year by the due date of the 30th June 2007. This enable the municipality to claim its mandatory grant of 50% of its levies paid to LGSETA. An amount of **R187,962.10**.

The municipality has again for the second time conducted a Skills audit for all of the staff of the municipality. The relevant training interventions were identified for the staff, hence the Workplace Skills Plan for 2007/2008 and the Workplace Implementation Report for 2006/2007 were completed and submitted by the due date of 30th June 2007.

In January 2008, all senior managers were trained on the Batho Pele principles which aimed at improving service delivery through the implementation of the White Paper on Transforming the Public Service Delivery. Plans are still underway to train all staff members on Batho Pele principles in the ensuing financial year.

The planned training was 78 beneficiaries and the actual training conducted had 410 beneficiaries. The municipality will continue to set aside a reasonable amount of money earmarked for training and development in the budget in the ensuing years.

Community Liaison

The municipality has 20 wards within its area of jurisdiction. Notwithstanding the fact that not all wards are functioning, the municipality is trying its best to ensure that the functioning of wards is resuscitated as part of community participation in the affairs of the municipality.

Vigorous training interventions were conducted for all constituted ward committees which were held at the Cecil Emmet Hall which culminated in the approval of the ward committee policy. In the ensuing financial year, a launch would be arranged for all ward committees.

Two AbaQulusi News edition have been printed which provides communities with up-to-date information on all municipal affairs.

Council Support

The municipal council has 39 Councillors after the second democratic local government elections held in 2006. Out of 39 seats, the IFP holds 22 seats, ANC 10, DA 4, ACDP 1, Independent 1 and NADECO 1, respectively.

Thirteen **(13)** council meetings were held during the report under review. The Executive Committee held over twenty three **(23)** meetings. The following portfolio committees held the number of meetings:

Community Services **(five)**
Human Resources **(six)**
Infrastructure and Housing **(seven)**
Tourism and LED **(Nil)**
Youth Development, Gender and Capacity Building **(three)**
Strategic Planning and GIS **(two)**
Local Labour Forum **(Nil)**

The Records Management Policy was approved by the Executive Committee which is in line with the National and Provincial Acts. Training of staff members in the utilization of the Electronic Document Management System (EDMS) would commence in the 2008/09 financial year which would speed up the timeous dispatching of correspondence.

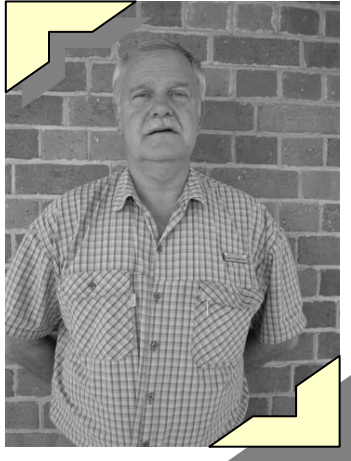
The municipality also succeeded in redistributing the usage of municipal land (plots) to previously disadvantaged individuals through public auction.

Challenges

Convening monthly ward committees is still a challenge. This challenge has an impact in terms of community participation and consultation as per the Local Government: Municipal Systems Act. Plans are underway to ensure that some funding is set aside for ward committees' logistics including the purchase of a mini-bus to be utilized for transportation of members to meetings

The under-representation of women as designated groups in all occupational categories and levels remains the challenge which should be overcome during this municipal council's term of office and these would be addressed through the recently approved Employment Equity Plan which targets women as designated groups to be appointed in almost all occupational levels and categories.

Technical Services Department



Mr Christo A Swanepoel

2007 - 2008 once again was a challenging year for the Engineering Department. Apart from the normal Operational and Maintenance problems there were capital projects that were executed under difficult circumstances.

The Department is responsible for the service delivery of essential services comprising of Water, Sewer, Electricity, Roads, and Storm water

In this 07/08 financial year an agreement was made between the Abaqulusi Municipality and Z.D.M that the water services will remain with the local Municipality for the next three years extending the Natal Spa agreement. Some of the larger projects should be mentioned.

- * The development of 138 stands in extension 13 was outsourced to a private company for a housing development. The development will commence in the first quarter of the new financial year.
- * Sixty new stands in Edelpark will be serviced. The provision of services was advertised and stands will be available to the end of 2008.
- * The sewer purification plant at Coronation was completely refurbished and upgraded.

- * A business plan for the roads and storm water in eMondlo was compiled and completed. Outside funding will be utilised to do the construction thereof.
- * Bhhekuzulu phase 6B housing project is in process and 124 houses were completed at the end of the current financial year.
- * Extension 16 housing project: The services for phase 1 (903 stands) were completed. The top structures will be completed during the second quarter of the new financial year 2008/2009.
- * The repairs of roads at Hlobane phase 1 was completed and phase 2 will commence in the new financial year 2008/2009
- * The pavement at Louwsburg was delayed due to public unrest and was not completed. All the materials were purchased and the work will be completed during the first quarter of the new financial year 08/09.

In general the department is satisfied with the performance and the following can be recommended to improve the service delivery.

- * A maintenance plan must be implemented for the existing tar roads in all the urban areas.
- * The vacancies in the Department must be filled. All the employees must be motivated to implement the Bato Bele Principals

WATER PURIFICATION PLANTS

There are six purification plants in the Abaqulusi area that we are responsible for. The following quantities were purified during this year.

Klipfontein	4188.8 ML
Bloemveld	2232.4 ML
eMondlo	3061.1 ML
Hlobane	140.0 ML
Coronation	445.6 ML
<u>Louwsburg</u>	<u>129.7 ML</u>
<u>TOTAL</u>	<u>10197.6 ML</u>

WATER RETICULATION

The water network at eMondlo was refurbished during 2006. A major problem is that in some areas the new network is connected to the old system. The Engineering Department is attending to the problem but it will take some time to complete the sealing off of the old system.

The theft of brass meters remains a major concern and to date no arrests were made.

Water related call outs were as follow:

Vryheid	3412
eMondlo	390
Hlobane	309
Coronation	356
Cliffdale &	
Nkongolwane	98
Louwsburg	187

SEWER PURIFICATION

The refurbishment of the purification plant at Coronation was completed and is functioning.

The electrical installation at eMondlo sewer works is being repaired and refurbished. It will be completed in the first quarter of the new financial year 08/09

SEWER RETICULATION

As mentioned in previous reports, sand and alien materials disposed into the networks, especially in eMondlo remains a major problem. The section is constantly working on the problem.

Sewer related call outs were as follows:

Vryheid	2421
eMondlo	1042
Hlobane	98
Coronation	321
Nkongolwane	44
Cliffdale	20
Vrede	17

CONCLUSION

This section is providing an essential service and the following needs to be considered:

- 1) All vacancies must be filled with competent people.
- 2) The laboratory at Klipfontein water works must be upgraded.
- 3) A more efficient water loss management system be implemented

ROADS AND STORM WATER ANNUAL REPORT 2007/2008

Roads and storm-water section is mainly responsible for the construction and maintenance of sound and safe roads as well as adequate drainage systems in Urban and Rural area under the jurisdiction of Abaqulusi Municipality, as well as prompt response to community requests fall under this section.

We had numerous challenges in this section like shortage of resources e.g. Staff, machinery and huge requests to deal with from the public. Another challenge was the service to be rendered in rural areas without extra resources.

No grading of roads took place in the month of January 2008 due to both graders that were broken down since late November 2007, and most officials were on leave. Grader started with the grading of roads at Louwsburg during the month of February 2008, and then it went to Hlobane, Gluckstad, eMondlo and surrounding areas. Arrival of a new grader made a huge contribution to the attended number of complaints in rural areas.

Our biggest challenge was the forming of potholes in our blacktop roads due to old age and amount of rain received. Tar team was busy with patching of potholes at Louwsburg in March 2008.

Tar team attended the request of speed humps on Ring road at EMONDLO. The same team is assisting with Capital project of tarring the road at Hlobane.

Paving team is busy with side walk at Heeren street (Old age home) since the team is also assisting with the daily maintenance in town the project is progressing at a slow pace.

Maintenance team attended the pipe cleaning at Bhekuzulu location corner of Njula street and 9th avenue.

Capital project of Sidewalk at Louwsburg faced problems at its kick off, due to Local citizens who were unhappy with employment of local labourers, attempts were made to use permanent employees of the Municipality in order to carry on with the project, that was also disturbed by these concerned citizens, that contributed to the delay of the project, therefore this project will not be finished at the end of this financial year.

ELECTRICAL ANNUAL REPORT 2007/2008

The Electricity Section delivers essential services in the eMondlo, Vryheid, Bhhekuzulu and Coronation. Our major challenges were to maintain plant and equipment and ensure the safety on the networks and the public. With the increasing crisis of electricity in the country, all major projects that did not apply for electricity before January 2008, were put on hold and in terms of the National announcement only connections of 100 KVA and below will be accepted. However the electrification of low cost housing will continue.

Planned Maintenance

Complaints / Breakdowns

All complaints are controlled by Link Up security however no feedback is given regarding the complaints. On numerous occasions it has been requested that our IT Department installed a program to monitor all complaint.

	Project	COMPLETED 07/08
A	Mini Sub Station	8
B	Oil Circuit Breakers	10
C	Main Substation	2
D	Local transformers	10
E	Low voltage distribution boxes	30
F	Rural 0/h lines	3
G	Silica Gel	COMPLETED YEARLY
H	Batteries Substation	COMPLETED YEARLY
I	Low Voltage / OH Lines	5 Sections
J	Tree Cutting / Pole Clearing	Ongoing
K	Sewer Pumps	0
L	Robots	0

New Connections /Reconnections

Paid Connections	Completed Connections	Change to Prepayment	Reconnections
42	31	38	10

Audit on meters

Total inspected	Total fines issued
2512	22

DME ELECTRIFICATION R8 000 000.00

The area of Emadresini was electrified and the remainder of the funds were utilised for the 65 connections in Bhhekuzulu Phase 6B.

UPGRADE INFRASTRUCTURE PRESIDENT/EMPIRE R100 000.00

Completed 100%

UPGRADE INFRASTRUCTURE MASON/EMPIRE R1 450 000.00

Completed 100%

STILLWATER OVERHEAD LINE R350 000.00

Contractor appointed – Awaiting finalising of project

STREET LIGHTING – CORONATION R15 000.00

Contractor appointed, awaiting finalising of project

STREET LIGHTING – VRYHEID R25 000.00

Contacto appointed awaiting finalising of project

STREET LIGHTING – EMONDLO R25 000.00

Street lights installed and completed

CORONATION PREPAYMENT METERS R1 000 000.00

300 Meters purchased for the installation

OTHER

RECONNECTIONS INDIGENOUS SUPPORT

A total amount of 74 connection s were completed for Indigent Support

LOAD SHEDDING

A temporary retired electrician was appointed to visit all business sites in order to educate consumers with regards to Energy Savings to prevent Load Shedding

Due to the staff shortages in this section, limited maintenance was carried out. Vacancies will have to be filled as soon as possible as a matter of urgency. The vacancy for the Millwright has been for 2½ years.

BUILDING INSPECTOR

The office of the building inspector was more active than in the previous financial year.

On the organigram there is provision made for two building inspectors. The office of the building inspector was more active than in the previous financial year. The development of the Checkers Centre, Nyanga Motors and Nando's are a few of the large developments that took place.

The following activities were recorded:

ACTIVITY	Quantity
PUBLIC ENQUIRIES:	
Square meter calculations of properties & enquiries	504
Photocopies of plans	744
Photostats of plans	23
TELEPHONE ENQUIRES:	
Square meter calculations of properties	76
Advice about building regulations	216
RECEIVING OF PLANS FOR APPROVAL	276
APPROVAL OF PLANS	284
COMPLETION OF PLANS OCCUPATION CERTIFICATES ISSUED	96
FILING OF PLANS	288
INSPECTION:	
Floor	96
Foundations	108
Roofs	84
Sewerage	72
Sewerage points	29
Illegal erections	54
District	
OTHERS:	
Inspect illegal business at houses	36
Town planning enquiries	144

STRATEGIC & DEVELOPMENT PLANNING

This section was under pressure trying to rectify all sorts of problems, new and from the past. Our biggest challenges were to implement new strategies, compiling documentation concerning LED and IDP, attend to various meetings and workshops, with a shortage of staff. We manage to meet most of our deadlines.

REZONING APPLICATIONS APPROVED	29
REZONING APPLICATIONS PROCESSED	30
SPECIAL CONSENT APPLICATIONS APPROVED	15
SPECIAL CONSENT APPLICATIONS PROCESSED	26
OTHER DEVELOPMENT APPLICATIONS	48
BUILDING PLANS	284
GRANNY FLAT APPLICATIONS	199
RELAXATION APPLICATIONS	38
SUBDIVISION APPLICATIONS	20
SITE INSPECTIONS	300
MEETINGS ATTENDED OUTSIDE	70
MEETINGS ATTENDED INTERNALLY	221
IDP	ATTENDED ALL PROCESSES
LED	ATTENDED ALL MEETING & WORKSHOPS

Some of our statistics are as follow:

CONCLUSION:

We are looking forward to the new financial year, and hope that HR will acquire adequate and well trained staff for the Town Planning section. We are also looking forward to work with the other partners involved in the different strategy and development areas and to finalise the new developments.

ABAQULUSI MUNICIPALITY			30/06/2008		
PROJECTS FOR 2008/2009					
Jun-08					
1. PROJECTS FUNDED BY MIG:					
Project Title	MIG Value	Budget 08/09	Exp.Todate	% Compl	
AbaQulusi Rural Roads	R 30,000,000.00	R 6,000,000.00	R 0.00	0%	
AbaQulusi Western Sewer Vo1	R 9,633,785.00	R 4,878,631.82	R 1,880,498.23	39%	
Vryheid WWTW Phase 3	R 15,628,665.00	R 3,130,673.94	R 0.00	0%	
Lakeside Creche	R 105,000.00	R 105,000.00	R 0.00	0%	
6B Bus Route	R 6,052,632.00	R 182,496.30	R 0.00	0%	
TOTAL	R 61,420,082.00	R 14,296,802.06	R 1,880,498.23	13.15	

ALLOCATION 08/09 = R11127997.34

2. CAPITAL PROJECTS 2007/2008

1. ROADS AND STORMWATER

Project Title	Budget 07/08	Exp.Todate	% Compl	prop compl	
Repair tar roads Hlobane	R 500,000.00	R 440,000.00	50	30/06/2008	
Taxi shelter Bhekuzulu	R 500,000.00	0	0		
Paving Heeren old age home	R 100,000.00	R 100,000.00	50	20/06/2008	
Paving Louwsburg town side walks	R 500,000.00	R 300,000.00	30	30/06/2008	
TOTAL	R 1,600,000.00	840000			

2. ELECTRICAL

Project Title	Budget 07/08	Exp.Todate	% Compl		
Upgrade Infrastructure	R 1,450,000.00	0	80		
Stilwater line strengthen	R 350,000.00	0	0		
TOTAL	R 1,800,000.00				

3. PROJECTS FUNDED BY DEPARTMENT OF HOUSING

1. LOW COST HOUSES

Project Title	Budget 07/08	Exp.Todate	% Compl		
BHEKUZULU PHASE 6B	R 44,788,744.00	R 20,549,834.60	46%		
CORONATION	R 5,899,500.00		92%		
Vryheid Ext 16	R 14,197,344.40	R 13,057,427.02	92%		
TOTAL	R 50,688,244.00	R 33,607,261.62			

4. PROJECTS FUNDED BY PROJECT CONSOLIDATE

Project Title	Budget 07/08	Exp.Todate	% Compl		
Installation of the watermeters at					
Coronation and eMondl	R 2,800,000.00	R 184,450.86	0%		

Community Services Department



Mr SV Zondi

Social Development

Parks and Recreation

Swimming Pool - During this period an amount of R 8 444.00 was collected from people and a total of 1685 people used the swimming pool for the period.

This section is concerned with provision and maintenance of recreational facilities such as sports facilities, recreational halls, parks and swimming pool. Parks and Gardens has been outsourced thus run by a private contractor, but the municipality still has the responsibility to monitor and manage the contractor to ensure that the standard is maintained, i.e. keep the grass trim, neat and tidy parks. It has also to maintain sidewalks and open spaces in respect of cutting the grass and street trees.

Museum

Museum is one of the Council's Institutions that function in a unique way. Most of the activities come out spontaneously depending on the nature and needs of the communities that we serve. However there are activities like maintenance of the institution that are planned and managed for in a monthly basis or daily basis.

PROJECTS

School visits

To ensure that our institutions are complementing education and curriculum through supplementary experi-

ence that is provided the school visit, we had conducted projects with the following school groups:

Nieuwe Republiek (July)
Khethelihle Primary (August)
Michaelis School (August)
Mfemfe Primary (September)
Mphazima Primary (September)
Siyakhula Pre Primary (October)
AmaNtusi Pre Primary (October)
AmaKhwatha Secondary (October)
Nardini Convent (October)
Nkande Primary (November)
Nardini Convent (November)
Mabululwana Primary (November)
Ndatshana Primary (November)
Mabululwane High School (May)
Enyathi Primary School (May)
Bembaskop High School (May)
Lakeside Park Primary School (May)
Gobeni High School (May)
Iqhawe High School (May)
Khethelihle Primary School (June)
Kwadama Primary School (June)
Manzampofu Primary School (June)

Visitors' statistics

Museums was visited by Two thousand Five hundred and Seventy Three (2573) visitors.

Heritage Sites

Through Amafa AkwaZulu Natal assistance heritage sites were visited for inspection and report was filed for the office of the Premier about the status of the heritage sites around AbaQulusi. Memorandum was written to report the decay and anti-skirting in the Museum. Visit of the Prince imperial commemoration was attended on the 29th May 2008.

Library

All libraries participated in the regular book exchanges and a good number of new items became available for circulation.

eMondlo library took part in the "read and Grow" promotion KZN Library services provided some magnificent prizes. The circulation figures shot up during the months of the promotion but have now fallen back. This issue was raised at library interest group meetings. It was felt that children were reading for the wrong motives. Bhhekuzulu Library is currently part of this programme. All libraries received promotional material such as book bags and book marks for library week.

The bags are always a great success.

Total Monies collected:

Fines	R6 465.41
Membership	R 7 408.00
Photocopies	R4 370.75
Lost books	R1 981.30
Group Activities Room	R3 585

Total Circulation Figures

Vryheid	129 394
Bhekuzulu	33 211
Emondlo	77 302
Louwsburg	2 496

Membership as at 30 June 2008

Vryheid	4 289
Bhekuzulu	4 931
eMondlo	4 039
Louwsburg	353

Halls and Sports Fields

Incomes from halls were as follows for this financial year:

Cecil Emmett Hall	R 47 504.80
Lakeside Hall	R 4 996.00
2 Halls in Bhekuzulu	R 3 195.30
Mzamo Hall	R -
eMondlo Hall	R 1 915.80
Hlobane Hall	R 23.50
Total	<u>R 57 634.60</u>

The problem experienced with halls like Hlobane, Mzamo and eMondlo halls are staff shortages. Renovations were done to all Municipal Halls. The sense of owning the property is far fetched from the public.

Currently it is not known exactly the number of sports fields available within the municipality. There are rugby fields and other sports like korfbal in town belonging to the municipality but outsourced to the sport clubs. These are generally well kept and looked after.

Dams

Income Received from dams were as follows:

Grootgewatch Dam	R 11 294.01
Klipfontein Dam	R 107 263.65
Total	<u>R 118 557.66</u>

Caravan Park

A total amount of R56 542.86 was collected for this financial year. There is also a need to put on water taps close to the stands which will make easier for the people camping there. The caravan park's roads need serious attention.

Housing Developments Bhekuzulu Phase 6B

Beneficiary Related Matters

986 Beneficiaries have been approved by the Department of Housing to date. The Township register has been opened and transfer of sites can commence soon. Applications already completed, to be allocated site numbers as soon as possible to allow the submission of these applications to the Department of Housing for approval.

KV3 appealed to the PSC for assistance to finalize list of disabled beneficiaries as well as to identify each disability to ensure each house is build according to the required needs.

Construction of Houses

Progress on the construction of houses has been very poor during the past 5 months. KV3 has given the Contractor notice, in terms of the contract, to improve his performance or else face cancellation of the contract. Reports on this matter are forwarded to the Municipal Manager.

The Contractor has subsequent to the notice appointed a professional Project Manager who has identified the project's short comings and has developed plans to remedy such. The Contractor still maintains that he will be able to construct 1078 houses by the end of March 2008.

Current Status

Drivers Licenses Issued	114 X 153 =	R17 442
Pr DP Applications	381 X 105 =	R 40 005
Duplicate Documents	18 X 53 =	R 954
Instructors	231 X 58 =	R440 636

PITS (EXAMINING VEHICLES)

Test COR M/cycle,	X 79=	
COR Issued M/cycle,	X 45=	
Test COR LMV,	42X111=	R4 662
COR Issued LMV,	33X 45=	R1 485
Test COF Trailers	4X111=	R 444
COF Issued Trailers,	4X 45=	R 180
Test COF Goods Vehicles,	9X 33=	R1 197
COF Issued Goods,	6X 45=	R 270
Test COF Busses,	2X133=	R 266
COF Issued Busses,	X 45=	R8 504
Total Amount of vehicles	=	- 57
Total income- Testing Sta-	=	<u>R449 140</u>

Public Safety

Traffic Law Enforcement

Magnetically Stickers with the new AbaQulusi insignia were obtained for the subsidized vehicles of the Traffic Officers.

Fire, Rescue and Disaster/Management

Approval was granted by Council for the investigation and proposal for a Radio Control Centre, as well as the establishment of a Fire Brigade Service for the AbaQulusi Area, which will be conducted by Mr. Bender, in conjunction with all the Departments involved, and the company Rural Metro, to submit a comprehensive report.

Technical Services

Street- and road marking signs throughout the whole town have been repainted and replaced, for more visibility.

General

By-laws on street trading were submitted to Council - still awaiting Council's approval

Motor Licensing

LOCAL INCOME -	R 1 371 607-53
KZN PROVINCIAL INCOME	R14 501 366-19
RTMC -	R 754 174-45
TOTAL INCOME -	<u>R16 627 148-17</u>

Income Testing Station

TRAFFIC FINES	R 332 832-00
SURPLUS	R 3 232-00

TESTING GROUNDS DRIVERS LICENSES

Drivers License Cards			
610 X R 153	=	246 330	
2 574 X 165	=	424 710	
Temporary Drivers Licenses			
589 X53	=	31 217	
846 X60	=	50 760	
Learners License Applications			
1 948 X105	=	204 540	
3 019 X115	=	347 185	
Learners License Issued			
536 X 42	=	22 512	
1 258 X 45	=	56 610	
Drivers Test M/cycle			
17 X 147	=	2 499	
21 X 160	=	3 360	
Drivers Test LMV			
335 X168	=	56 280	
348 X180	=	62 640	

Additional money from LMV to HMV

1 X 35	=	35
1 X 32	=	32
1 X 40	=	40

Drivers Test HMV

524 X200	=	136 095
633 X 215	=	104 800

Drivers Licenses Issued

193 X 153	=	29 529
278 X 165	=	45 870

PrDP Applications

657 X 105	=	68 985
884 X 115	=	101 660

Duplicate Documents

36 X 53	=	1 908
46 X 60	=	2 760

Instructors

1 X 300	=	300
1 X 65	=	65
1 X 46-50	=	46-50
2 X 58	=	116

R2,000,884.50

Pits (Examining Vehicles)

Test COR M/cycle

1 X 79	=	79
--------	---	----

COR Issued M/cycle

1 X 45	=	45
--------	---	----

Test COR LMV

83 X 111	=	9 213
108 X 150	=	16 200

COR Issued LMV

62 X 45	=	2 790
86 X 100	=	8 600

Test COF Trailers

7 X 111	=	777
5 X 150	=	750

COF Issued Trailers

5 X 45	=	225
6 X 100	=	600

Test COF Goods Vehicles

14 X 250	=	3 500
15 X 133	=	1 995

OF Issued Goods

9 X 45	=	405
7 X 100	=	700

Test COF Busses

2 X 133	=	266
1 X 250	=	250

COF Issued Busses

1 X 100	=	100
		R46 495-00

Total amount of vehicles tested

	=	236
--	---	------------

Total income

R2 047 379-50

Finance Department



Mrs M J Pearson

The Financial Services Department commenced the year under the able direction of Mrs. L M Tupper who was Acting Chief Financial Officer. During August 2007 a new Chief Financial Officer was appointed who commenced duties during September 2007. It has been a challenging year for the Financial Services Department with much to be accomplished.

During the year under review a Manager: Supply Chain Manager was appointed to head up the Supply Chain Management unit. The following policies were adopted during the year:

- ◆ Rates Policy
- ◆ Risk Management Policy
- ◆ Telephone Policy
- ◆ Cell Phone Policy
- ◆ Tariff Policy
- ◆ Travel and Subsistence Policy
- ◆ Cash and Investment Management Policy
- ◆ Asset Management Policy

Also the following by-laws were adopted:

- ◆ Financial By-laws
- ◆ Credit and Debt Collection By-laws

The budget for 2008/2009 was adopted in May 2008. The Budget was taken to all Communities during April 2008. The monthly reporting requirements are putting more and more pressure on the department to ensure compliance. The implementation of the Municipal Property Rates Act commenced during the latter part of the financial year. Staffing still remains a challenge for the department. It is hoped that this will be solved in the new financial year.

The collection rate at year end was still up at 94% which is commendable. However, with the downturn in the economy it is doubtful whether this rate will be able to be maintained.

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2007

I N D E X

	PAGE
1 GENERAL INFORMATION	3
2 FOREWORD	5
3 REPORT OF THE AUDITORS	6
4 CHIEF FINANCIAL OFFICER'S REPORT	7-9
5 ACCOUNTING POLICIES	10-14
6 BALANCE SHEET	15
7 INCOME STATEMENT	16
8 CASH FLOW STATEMENT	17
9 NOTES TO THE FINANCIAL STATEMENTS	18 - 24
APPENDICES:	
A. FUNDS, RESERVES AND PROVISIONS	25
B. EXTERNAL LOANS AND INTERNAL ADVANCES	26
C. ANALYSIS OF FIXED ASSETS	27
D. ANALYSIS OF INCOME AND EXPENDITURE	29
E. DETAILED INCOME STATEMENT	30
F. STATISTICAL INFORMATION	31

ABAQULUSI MUNICIPALITY
ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2007

GENERAL INFORMATION

MEMBERS OF THE EXECUTIVE COMMITTEE

Councillors:

G M Dlamini	Mayor
G M Dlamini	Chairperson: Local Economic and Development Portfolio
J J Jones	Deputy Mayor and Chairperson: Infrastructure Portfolio
S B Dlodlo	Speaker
E J S Moolman	Chairperson: Community Services Portfolio
SE Qwabe	Chairperson: Development Planning and Tourism Portfolio
E C Tshigeng	Member of Exco
M Mtshali	Member of Exco
M B Khumalo	Member of Exco

GRADING OF MUNICIPALITY

Grade 8

AUDITORS

Office of the Auditor-General

BANKERS

ABSA

REGISTERED OFFICE

	Postal Address	Telephone: 034-982-2133
c/o Mark & High Street	P O Box 57	Fax: 034-980-9637
VRYHEID	VRYHEID	
3100	3100	

MUNICIPAL MANAGER

Municipal Manager M.J. Mathenjwa

DIRECTOR FINANCIAL SERVICES

Chief Financial Officer M J Pearson

MAYOR G M Dlamini

SPEAKER S B Dlodlo

ABAQULUSI MUNICIPALITY
ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2007

MEMBERS OF THE ABAQULUSI MUNICIPAL COUNCIL

1	MRS E J S MOOLMAN	24	H NKABINDE
2	M A MAZIBUKO	25	MRS S E QWABE
3	G M DLAMINI	26	I S M HADEBE
4	HE HEYNS	27	B A MTSHALI
5	Z S BUTHELEZI	28	J J JONES
6	S M E MTSHALI	29	A M MASONDO
7	M.A XULU	30	C N MOLEFE
8	J Z BUTHELEZI	31	D M KHABA
9	J W MTHEMBU	32	N P NENE
10	G P KOEKEMOER	33	M MDLALOSE
11	M J DLAMINI	34	MISS T E VILAKAZI
12	S B DLODLO	35	A D MKHULISE
13	W F BURGER	36	M E ZUNGU
14	G NKOHLA	37	N A KUNENE
15	M B KHUMALO	38	MRS B L ZWANE
16	P N KHABA	39	M J SIBIYA
17	P M MTSHALI		
18	E C TSHIGENG		
19	T V RADEBE		
20	L M NDLOVU		
21	R B MHLUNGU		
22	S R NKOSI		
23	MISS N P NDLELA		

APPROVAL OF FINANCIAL STATEMENTS

The financial statements set out on pages 5 to 32 were approved by the Municipal Manager

on 29 August 2008

M J MATHENJWA
MUNICIPAL MANAGER

M J PEARSON
CHIEF FINANCIAL OFFICER

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

FOREWORD BY THE MAYOR

The last financial year 2007/2008 continued to be a year full of challenges, where there were strategic changes both political and administrative which lead to the Municipality focusing on capacity building and service delivery. The Municipality approved the budget for 2007/2008 and took the budget to the people as part of public participation required by MFMA.

The Municipality continued to provide free basic services, which subsidises the indigent people who cannot afford to pay for services. This played a role in reducing poverty and gave access to municipal services to those who can not afford to pay. The municipality made a decision to write off debts which it determined to be unrecoverable, particularly for those consumers who are indigent.

The municipality has continued to lobby government to increase the equitable share so that the municipality may provide additional free basic service particularly to the Eskom customers. The municipality has renewed the Natal Spa Agreement with the Zululand District Council whereby AbaQulusi will continue to provide water services to the urban areas. The Municipality is making attempt to apply for the water services function as it has capacity to render this services at a high level to all consumers both urban and rural.

The electricity revenue has improved compared with last year and losses continued to drop. Unfortunately the municipality continues to struggle to reduce water losses but have put a number of processes in place to achieve savings and reduce the overall losses. The collection rate has improved over the year with an average 94% rate per month.

The Council has embarked on a programme of Local Economic Development in order to ensure that AbaQulusi becomes the economic hub of Northern KwaZulu-Natal.

The AbaQulusi Council are committed to service delivery and good corporate governance and service above self.

COUNCILLOR G M DLAMINI
MAYOR
CHAIRMAN OF THE EXECUTIVE COMMITTEE

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008



A U D I T O R - G E N E R A L

REPORT OF THE AUDITOR-GENERAL TO THE KWAZULU-NATAL PROVINCIAL LEGISLATURE AND THE COUNCIL ON THE FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION OF ABAQULUSI MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2008 REPORT ON THE FINANCIAL STATEMENTS

Introduction

1 I have audited the accompanying financial statements of the Abaqulusi Municipality which comprise the balance sheet as at 30 June 2008, income statement and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory notes, as set out on pages 1 to 4.

Responsibility of the accounting officer for the financial statements

2 The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with the entity-specific basis of accounting, as set out in accounting policy note 1 and in the manner required by the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act, 2007 (Act No. 1 of 2007) (DoRA). This responsibility includes:

- designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error
- selecting and applying appropriate accounting policies
- making accounting estimates that are reasonable in the circumstances.

Responsibility of the Auditor-General

3 As required by section 188 of the Constitution of the Republic of South Africa, 1996 read with section 4 of the Public Audit Act, 2004 (Act No. 25 of 2004) (PAA) and section 126(3) of the MFMA, my responsibility is to express an opinion on these financial statements based on my audit.

4 I conducted my audit in accordance with the International Standards on Auditing and *General Notice 616 of 2008, issued in Government Gazette No. 31057 of 15 May 2008. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance on whether the financial statements are free from material misstatement.*

5 An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

6 An audit also includes evaluating the:

- appropriateness of accounting policies used
- reasonableness of accounting estimates made by management
- overall presentation of the financial statements.

7 I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Basis of accounting

- 8 The entity's policy is to prepare financial statements on the entity-specific basis of accounting, as set out in accounting policy note 1.

Opinion

- 9 In my opinion the financial statements of the Abaqulusi Municipality as at 30 June 2008 and its financial performance and cash flows for the year then ended have been prepared, in all material respects, in accordance with the basis of accounting as set out in accounting policy note 1 and in the manner required by the MFMA and DORA.

Emphasis of matters

Without qualifying my audit opinion, I draw attention to the following matters:

Restatement of corresponding figures

- 10 As disclosed in note 23 to the financial statements, the corresponding figures for 30 June 2007 have been restated as a result of an error discovered during the year ending 30 June 2008 in the financial statements of the Abaqulusi Municipality at, and for the year ended 30 June 2007.

OTHER MATTERS

Without qualifying my audit opinion, I draw attention to the following matters that relate to my responsibilities in the audit of the financial statements:

Non-compliance with applicable legislation

Municipal Financial Management Act

- 11 The 2007-2008 budget submitted to Provincial Treasury was not presented in the prescribed format, as required by section 17.
- 12 The 2006-2007 annual report did not contain all the necessary information, as required by section 121.
- 13 The 2006-2007 annual report was not submitted and tabled within seven months from year-end, as required by section 127.

Division of Revenue Act

- 14 Signed returns on conditional grant spending has not been submitted to the Provincial Treasury in terms of sections 12(1)(b) and 12(4) of DORA and section 71(5) of the MFMA.

Matters of governance

- 15 The MFMA tasks the accounting officer with a number of responsibilities concerning financial and risk management and internal control. Fundamental to achieving this is the implementation of certain key governance responsibilities, which I have assessed as follows:

Matters of governance		Yes	No
Audit committee			
•	The municipality had an audit committee in operation throughout the financial year.	✓	⚠
•	The audit committee operates in accordance with approved, written terms of reference.	⚠	✓
•	The audit committee substantially fulfilled its responsibilities for the year, as set out in section 166(2) of the MFMA.	⚠	✓
Internal audit		⚠	⚠
•	The municipality had an internal audit function in operation throughout the financial year.	✓	⚠
•	The internal audit function operates in terms of an approved internal audit plan.	⚠	✓
•	The internal audit function substantially fulfilled its responsibilities for the year, as set out in section 165(2) of the MFMA.	✓	⚠

Other matters of governance		⚠	⚠
• The annual financial statements were submitted for audit as per the legislated deadlines in section 126 of the MFMA.		✓	⚠
• The annual report was submitted to the auditor for consideration prior to the date of the auditor's report.		✓	⚠
• The financial statements submitted for audit were not subject to any material amendments resulting from the audit.		⚠	✓
• No significant difficulties were experienced during the audit concerning delays or the unavailability of expected information and/or the unavailability of senior management.		✓	⚠
• The prior year's external audit recommendations have been substantially implemented.		✓	⚠
Implementation of Standards of Generally Recognised Accounting Practice (GRAP)		⚠	⚠
• The municipality submitted an implementation plan, detailing progress towards full compliance with GRAP, to the National Treasury and the relevant provincial treasury before 30 October 2007.		⚠	✓
• The municipality substantially complied with the implementation plan it submitted to the National Treasury and the relevant provincial treasury before 30 October 2007, detailing its progress towards full compliance with GRAP.		⚠	✓
• The municipality submitted an implementation plan, detailing further progress towards full compliance with GRAP, to the National Treasury and the relevant provincial treasury before 31 March 2008.		⚠	✓

Unaudited supplementary schedules

The supplementary information set out on pages xx to xx does not form part of the financial statements and is presented as additional information. I have not audited these schedules and accordingly I do not express an opinion thereon.

OTHER REPORTING RESPONSIBILITIES

REPORT ON PERFORMANCE INFORMATION

I was engaged to review the performance information.

Responsibility of the accounting officer for the performance information

In terms of section 121(3)(c) of the MFMA, the annual report of a municipality must include the annual performance report of the municipality prepared by the municipality in terms of section 46 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA).

Responsibility of the Auditor-General

I conducted my engagement in accordance with section 13 of the PAA read with *General Notice 616 of 2008, issued in Government Gazette No. 31057 of 15 May 2008 and section 45 of the MSA.*

In terms of the foregoing my engagement included performing procedures of an audit nature to obtain sufficient appropriate evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgement.

I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for the audit findings reported below.

Audit findings (performance information) Non-compliance with regulatory requirements Content of integrated development plan

- 22 The integrated development plan of the Abaqulusi Municipality for 2007-2008 did not include the key performance indicators and performance targets determined in terms of its performance management system, as required by section 26(i) of the MSA.

Existence and functioning of a performance audit committee

- 23 The Abaqulusi municipality did not appoint and budget for a performance audit committee, neither was another audit committee utilised as the performance audit committee, as required by paragraph 14(2)(a) of the Local Government: Municipal Planning and Performance Management Regulations, 2001, as published in *Government Gazette No. 28895 dated 31 May 2006*.

Internal auditing of performance measurements

- 24 The Abaqulusi Municipality did not develop and implement mechanisms, systems and processes for auditing the results of performance measurement as part of its internal audit processes, as required by section 45 of the MSA.

Performance information not received in time

- 25 The financial statements submitted for auditing did not include a report on the performance of the municipality, as required by *General Notice 616 as published in Government Gazette No. 31057 dated 15 May 2008, read with section 46 of the MSA and was still not received at the date of this report*.

OTHER REPORTS

Investigation

- 26 An investigation was conducted into alleged irregularities in the awarding of two contracts by the municipality. The investigation has been finalised and a report has been submitted to the Municipal Manager for tabling to the council.

APPRECIATION

- 27 The assistance rendered by the staff of the Abaqulusi Municipality during the audit is sincerely appreciated.

Auditor-General

Pietermaritzburg
27-Nov-08

AUDIT AND RISK MANAGEMENT COMMITTEE REPORT

Membership

The Abaqulusi Municipality has an Audit and Risk Management Committee set up in accordance with the prescripts of the Municipal Finance Management Act. No. 56 of 2003, section 166. The Committee comprises of two independent members, who are not in the employ of the Abaqulusi Municipality, nor are they political office bearers.

The Chairperson of the Audit Committee is an independent person who is knowledgeable of the status of the position and has the requisite legal, business and leadership skills. The Committee operates in terms of written terms of reference approved by the municipality's Accounting Officer and Council's Executive Committee, which is in accordance with best practice.

Audit Committee members and attendance

The Committee performs its responsibilities as required in terms of the Municipal Finance Management Act (MFMA), as well as the code of Corporate Governance. The Audit Committee meets a minimum of four (4) times during a financial year. For the financial year ending 30 June 2008, the Committee has reviewed and/ or advised on matters relating to:

The adequacy, reliability and accuracy of financial reporting and information;
The activities and effectiveness of internal audit function;
The accounting and auditing concerns identified as a result of the internal or external audits;
The effectiveness of the internal control systems;
Risk Management;
Compliance with the MFMA and other applicable legislation;
Performance Management; and
Reports on forensic investigations.

Internal Audit

The Abaqulusi Municipality has a system of Internal Audit under the control and direction of its Audit and Risk Committee. Based on the results of assurance work carried out by the Internal Audit unit, there are areas where the internal control systems have been identified as weak. The weaknesses in internal control systems have been brought to the attention of management to take corrective measures.

Performance Management

The municipality made significant changes to the organizational scorecard which was as a direct result of the changes in the applicable National Treasury regulations. The scorecard has also been revised to ensure alignment to the Integrated Development Plan (IDP) of the Municipality. Systems are being implemented to monitor organizational and individual performance.

Risk Management

The Audit and Risk Management Committee will, in terms of its authority delegated by Council, facilitate the development of a formal Risk Management Framework and Strategy. The results of the risk assessments should be used to direct internal audit efforts and priorities, and to determine the skills required of managers and staff to improve controls and to manage these risks.

Management has formed an Operational Risk Management Committee (Risk Sub Committee) chaired by the Chief Financial Officer. The aim of the Risk Sub Committee is to implement the risk management strategies and give feedback to the Audit and Risk Management Committee on a regular basis. The risk register will be updated regularly with identified and new emerging risks including the risk mitigating responses and action plans.

Review of annual financial statements for the year ending 30 June 2008

The Chairperson has evaluated the annual financial statement of the Abaqulusi Municipality, for the year ended 30 June 2008. The Chairperson concluded that these financial statements comply, in all material respects, with the requirements of the Municipal Finance Management Act.

The review of annual financial statements pays specific attention to:
Underlying accounting policies or changes thereto;
Major estimates and managerial judgments;
Significant adjustments flowing from the year end audit;
Compliance with the MFMA and other statutory precepts;
The appropriateness of the going concern assumption; and
The report of the Auditor-General for the year.

Going concern assumption

The Audit and Risk Committee agrees that the adoption of the going concern assertion is appropriate in preparing the annual financial statements of the Municipality. The Committee has therefore recommended the adoption of the annual financial statements by the Council of Abaqulusi Municipality.



P H KEANE
Chairperson: Audit Committee
Abaqulusi Municipality

COMMENTS AND CLARIFICATION OF ISSUES RAISED IN THE AUDIT REPORT

EMPHASIS OF MATTERS

Without qualifying my audit opinion, I draw attention to the following matters:

10. Restatement of corresponding figures
As disclosed in note 23 to the financial statements, the corresponding figures for 30 June 2007 have been restated as a result of an error discovered during the year ending 30 June 2008 in the financial statements of the AbaQulusi Municipality at, and for the year ended 30 June 2007.

OTHER MATTERS

Without qualifying my audit opinion, I draw attention to the following matters that relate to my responsibilities in the audit of the financial statements:

Non-compliance with applicable legislation

11. Municipal Financial Management Act
The 2007-2008 budget submitted to Provincial Treasury was not presented in the prescribed format, as required by section 17.
12. The 2006-2007 annual report did not contain all the necessary information, as required by section 121.
13. The 2006-2007 annual report was not submitted and tabled within seven months from year-end, as required by section 127.

COMMENTS

This matter was rectified in 2008-2009 financial year.
This matter was rectified in 2007-2008 financial year.
The Annual report for 2007-2008 has been tabled timeously

Division of Revenue Act

Signed returns on conditional grant spending has not been submitted to the Provincial Treasury in terms of sections 12(1)(b) and 12(4) of DoRA and section 71(5) of the MFMA.

COMMENTS

The returns are now being signed and submitted to National and Provincial Treasury as required.

Matters of governance

The MFMA tasks the accounting officer with a number of responsibilities concerning financial and risk management and internal control. Fundamental to achieving this is the implementation of certain key governance responsibilities, which I have assessed as follows:

Audit committee

The audit committee operates in accordance with approved, written terms of reference.

The audit committee substantially fulfilled its responsibilities for the year, as set out in section 166(2) of the MFMA.

COMMENTS

Council has now approved an Audit Committee Charter under which the committee will operate.

The audit committee will ensure that they fulfill their responsibilities for the 2008/2009 year.

Internal audit

The internal audit function operates in terms of an approved internal audit plan.

COMMENTS

The Council has approved an Internal Audit Charter under which the internal audit will now operate

Other matters of governance

The financial statements submitted for audit were not subject to any material amendments resulting from the audit.

COMMENTS

There were matters which were raised in the 2006-2007 audit report which were amended and corrected.

Implementation of Standards of Generally Recognised Accounting Practice (GRAP) The municipality submitted an implementation plan, detailing progress towards full compliance with GRAP, to the National Treasury and the relevant provincial treasury before 30 October 2007.

The municipality substantially complied with the implementation plan it submitted to the National Treasury and the relevant provincial treasury before 30 October 2007, detailing its progress towards full compliance with GRAP.

The municipality submitted an implementation plan, detailing further progress towards full compliance with GRAP, to the National Treasury and the relevant provincial treasury before 31 March 2008.

COMMENTS

The municipality is in the process of submitting an implementation plan, as it has been brought to the attention of Management that this was not done within the required time. The implementation plan will be submitted together with a progress report before 31 March 2009

OTHER REPORTING RESPONSIBILITIES REPORT ON PERFORMANCE INFORMATION

17 I was engaged to review the performance information.

Responsibility of the accounting officer for the performance information In terms of section 121(3)(c) of the MFMA, the annual report of a municipality must include the annual performance report of the municipality prepared by the municipality in terms of section 46 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA).

Responsibility of the Auditor-General

- 19 I conducted my engagement in accordance with section 13 of the PAA read with General Notice 616 of 2008, issued in Government Gazette No. 31057 of 15 May 2008 and section 45 of the MSA.
- 20 In terms of the foregoing my engagement included performing procedures of an audit nature to obtain sufficient appropriate evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgment.
- 21 I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for the audit findings reported below.

Audit findings (performance information) Non-compliance with regulatory requirements Content of integrated development plan

- 22 The integrated development plan of the Abaqulusi Municipality for 2007-2008 did not include the key performance indicators and performance targets determined in terms of its performance management system, as required by section 26(i) of the MSA. Existence and functioning of a performance audit committee
- 23 The Abaqulusi municipality did not appoint and budget for a performance audit committee, neither was another audit committee utilised as the performance audit committee, as required by paragraph 14(2)(a) of the Local Government: Municipal Planning and Performance Management Regulations, 2001, as published in Government Gazette No. 28895 dated 31 May 2006.

Internal auditing of performance measurements The Abaqulusi Municipality did not develop and implement mechanisms, systems and processes for auditing the results of performance measurement as part of its internal audit processes, as required by section 45 of the MSA.

Performance information not received in time

The financial statements submitted for auditing did not include a report on the performance of the municipality, as required by General Notice 616 as published in Government Gazette No. 31057 dated 15 May 2008, read with section 46 of the MSA and was still not received at the date of this report.

COMMENTS

The Integrated development Plan will in future contain the key performance indicators as required by the Municipal Systems Act, section 26(i)

The municipality has now budgeted for and appointed a performance audit committee as per the Performance regulations

Measures have been put in place for the development and implementation of systems and processes for auditing the results of performance measurement as part of its internal audit processes

25. The financial statements will in future include a report on the performance of the municipality and has submitted the report accordingly.

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

CHIEF FINANCIAL OFFICER'S REPORT

The Annual Financial Statements have been prepared so as to conform to the standards laid down by the Institute of Municipal Finance Officers in its Code of Practice (1997) and the Report on the Standardisation of Financial Statements of Local Authorities (Second Edition), as amended.

It is with pleasure that my report on the finances of the AbaQulusi Municipality for the year ended 30 June 2008 is submitted. The Financial Statements are appended.

As municipalities are a third tier of government and therefore closest to the communities, they are looked upon as the source of job creation, providers of housing, and services such a health, education, sport and recreation, agriculture, arts and culture as well as security. This places severe strain on the limited budget to provide services to the people to ensure their social and economic well being is sustained. The municipality has concentrated on its core function which is to provide services such as water, electricity, sanitation and solid waste removal. However, the provision of housing is also uppermost on the service delivery agenda.

1. Operational Results

Details of operating results per department classification and object of expenditure are included in appendices / annexure D and E. The applicable statistics are shown in appendix F.

The overall operating results for the year ended 30 June 2008 are as follows:

	Actual 2008	Actual 2007	Variance	Variance	Budget	Variance
			2007/2008	2007/2008	2007/2008	Actual
	R	R	R	%	R	%
Operating Income	139 403 367	134 976 723	4 426 644	3%	139 755 058	99.75%
Operating Expenses	138 376 607	133 326 578	5 050 029	4%	140 131 305	98.75%
Operating surplus/Deficit	1 026 760	1 650 145	2 676 905	261%	(376 247))	
Opening Accumulated Surplus	8 528 173	6 878 028	1 650 145			
Appropriation for the year	(6 186 129)	-	-6 186 129			-
Un-appropriate Surplus	3 368 804	8 528 173	(5 159 369)	-153%		

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

CHIEF FINANCIAL OFFICER'S REPORT

1. The individual services operating results are as follows:

	Actual 2008	Actual 2007	Variance	Variance	Budget	Variance
			2007/2008	2007/2008	2008	Actual
	R	R	R	%	R	%
Rates and General Services						
Income	73 635 181	70 161 927	3 473 254	5%	70 193 166	99.96%
Expenditure	76 248 504	76 831 434	(582 931)	-1%	68 902 294	111.51%
Surplus (Deficit)	(2 613 323)	(6 669 508)	4 056 185	-155%	1 290 872	-516.67%
Housing Services						
Income	18 578	24 832	(6 254)	-34%	25 847	96.07%
Expenditure	48 386	6 378	42 008	87%	51 694	12.34%
Surplus (Deficit)	(29 808)	18 454	(48 262)	162%	(25 847)	-71.40%
TRADING SERVICES						
Electricity Services						
Income	52 217 184	52 119 093	98 091	0%	7 903 804	108.80%
Expenditure	49 903 983	45 448 692	4 455 292	9%	48 301 286	94.09%
Surplus (Deficit)	2 313 201	6 670 401	(4 357 201)	-2	-397 482	-1678%
Water Services						
Income	13 532 424	12 670 872	861 553	6%	10 926 760	115.96%
Expenditure	12 175 734	11 040 074	1 135 660	9%	11 820 150	93.40%
Surplus (Deficit)	1 356 690	1 630 798	(274 107)	-20%	(893 390)	-182.54%

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

CHIEF FINANCIAL OFFICER'S REPORT

Overall the municipality has ended the year with a surplus, which is attributed mainly to strict control over expenditure, but not withholding funds for service delivery.

The Rates & General Services income increased by 4% overall and the expenditure by only 1%, but is still dependant on the income generated by the electricity department. The Electricity Service showed no increase in income mainly attributed to the fact that the municipality were not permitted to increase the tariffs in many of the charges. However, it must be noted that the cost of supplying the service increased by 9%. Both Electricity and Water Services has ended the year with a surplus. The Zululand District Municipality has agreed to renew the Natal Spa agreement for a further three years. The Water Service showed an increase in income of 6% and expenditure of 10%. The Housing Service operating account is mainly showing a small income and minor costs related to the provision of housing.

2. CAPITAL EXPENDITURE AND FINANCING

The expenditure on fixed assets incurred during the year amounted to R16,153,885. The municipality is extremely proud of its record of spending in terms of the Municipal Infrastructure Grant where the municipality spend 100% of the grant allocated to April 2008. It must be noted that although R66 million for Housing was included in the budget not all the grant funding was allocated during the year under review. Although money was spent on Housing, it is not an asset of the municipality and therefore has not been capitalised.

2.1 The expenditure on the individual services is as follows:

	2007/2008	2007/2008	2006/2007
	Actual	Budgeted	Actual
	R	R	R
Rates and General	9 560 857	10 990 750	4 832 982
Electricity	5 884 517	4 127 250	4 281 810
Water	708 512	370 000	3 275 171
Housing	0	36 000 000	5 825 361
TOTAL	16 153 885	51 488 000	18 215 325

Refer to Annexure "C" for more detail

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

CHIEF FINANCIAL OFFICER'S REPORT

2.2 Resources used to finance the fixed assets were as follows:

	2007/2008	2007/2008	2006/2007
	Actual	Budgeted	Actual
	R	R	R
Capital Development Fund	6 068 899	14 723 000	
Contribution from Current Income	1 133 511	765 000	
Public Improvement Fund	-	-	
Grants and Donations	8 951 475	36 000 000	
TOTAL	16 153 885	51 488 000	

3. External Loans, Investments and Cash -

On 30 June 2008 the outstanding external loans amounted to R 22,543 as set out in Annexure "B".

However, as uMsekeli Municipal Services has now closed, it is assumed that this loan has been written off.

The Municipality have had no communication from them for more than a year.

On 30 June 2008 investments and cash on hand were R60,391,635 and a cash book overdraft of R970,220.

More information regarding external loans and investments are disclosed in notes 4; 7; 21; 22 and 23 and Annexure "B".

	2007/2008	2006/2007	Variance R
	Actual	Actual	
	R	R	
External Loan	-	22 543	(22 543)
Investments	60 423 014	49 750 182	(10 672 832)
Provision for Investment to be written off	0	3 066 944	(3 066 944)
Cash at Bank	971 570	9 246 177	8 274 607

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

CHIEF FINANCIAL OFFICER'S REPORT

The investment with First National Bank which was stolen has been repaid in full.

4. Debtors

On 30 June 2008, the total outstanding debtors and the Provision for Doubtful Debtors are as follows, for more information please refer to note 8 and 10.

	2007/2008	2006/2007	Variance R
	Actual	Actual	
	R	R	
Debtors	33 174 711	39 471 237	(6 296 526)
Provision for Doubtful Debts	15 549 126	24 033 636	(8 484 510)

5. Funds and Reserves

More information regarding funds and reserves are disclosed in notes 1; 2; 3 and 11 and Annexure "A".

6. Post Balance Sheet Events

There were no post balance sheet events

7. Appreciation

On behalf of myself and the Finance Department thanks are extended to the Mayor, Deputy Mayor, Speaker, members of the Executive Committee, all other Councillors for the support received during the year under review.

Thanks are also extended to the Municipal Manager, Executive Managers, Managers and particularly the Finance Managers and Finance Staff for the support they have given me during the year.

M J Pearson
Chief Financial Officer

Date: 29 August 2008

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE

2008

ACCOUNTING POLICY

1. BASIS OF PRESENTATION

These financial statements have been prepared so as to conform to standards laid down by the Institute of Municipal Finance Officers in its Code of Practice for the Accountants of Local Government (1997) and the Report on the Standardisation of the Financial Statements of Local Governments.

1.2 The accounting policies are consistent with those applied in the previous year.

1.3 The financial statements are prepared on the historic cost basis, adjusted for capital expenditure as more fully detailed in Note 6

1.4 The financial statements are prepared on the accrual principle:

- Income is accrued when collectable and measurable. Certain direct revenue is accrued when received, such as traffic fines and certain licences

- Expenditure is accrued in the year it is incurred.

2. CONSOLIDATION

The balance sheet includes the Rate and General Fund, Housing Fund, Water and Electricity Funds which have been consolidated. The surplus includes the net result of surpluses/deficits of all Funds

3. FIXED ASSETS

3.1 Fixed assets are stated:

- At historical cost,

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

ACCOUNTING POLICY

- Or at valuation (based on the market price at date of acquisition), where assets have been obtained by grant or donation.
- While in existence or fit for use.

3.2 Depreciation

The balance shown against the heading "Loans redeemed and other capital receipts" in the Notes to the balance sheet is tantamount to a provision for depreciation, however, certain structural differences do exist. By way of these "provisions" assets are written down over their estimated life span. Apart from advances from various Council funds, assets may also be acquired through:

- appropriation from income, where the full cost of the asset forms an immediate and direct charge against operating income and therefore it is unnecessary to make any further provision for depreciation;
- grant or donation, where the amount that representing the value of such grant or donation is immediately credited to the "Loans redeemed and other capital receipts" account.

- 3.3 All net proceeds from the sale of fixed property are credited to the Public Improvement Fund. Net proceeds from the sale of all other assets are credited to the Capital Development Fund

- 3.4 Capital assets are financed from different sources, including external loans, operational income and internal advances. These loans and advances are repaid over the useful life of the assets concerned. Interest is charged to the service concerned at the ruling interest rate applicable at the time the advance is made. Exemption has been received for payment of interest on internal loans.

4 STOCK INVENTORY

Inventory is valued at the lower of cost, determined on the average basis, and the net realisable value

ABAQULUSI MUNICIPALITY ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

ACCOUNTING POLICY

5. FUNDS

5.1 Capital Development Fund

The Ordinance requires a minimum contribution of 3% of the defined income.

The fund is used to finance capital expenditure, and the surplus funds are invested.

5.2 Public Improvement Fund

The fund is used to finance capital expenditure, and the surplus funds are invested. the authorized periods of the loans. These provisions are credited to the fund

5.3 Loans Redemption Fund

Provision is made for the redemption of the fixed term external loans over which is fully invested.

5.4 Insurance Fund

The Insurance Fund has been closed and assets are insured through an Insurance Company.

5.5 Bursary Fund

Since the implementation of the Municipal Finance Management Act, the Bursary Fund has been closed.

6. TREATMENT OF ADMINISTRATION AND OTHER OVERHEAD EXPENSES

The cost for internal support services are transferred to the different services in accordance with the Institute of Municipal Finance Officers Report or Accounting for Support Services (June 1990).

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE

2008

ACCOUNTING POLICY

7. INVESTMENTS

Investments are shown at cost and are in securities prescribed in the Council's Cash and Investment Policy.

8. PROVISIONS

Provisions are created for liabilities or contingencies which are known at the date of the balance sheet, but for which the amounts involved cannot be determined with substantial accuracy.

8.1 Provisions for Doubtful Debtors

All consumer debtors, 120 days and older are regarded as doubtful on 30 June of each year. Debtors are analysed to establish whether they are recoverable or not. If debtors are deemed to be irrecoverable the Council will resolve that they be written off against the provision.

(As a result of stricter control measures the Council is succeeding in reducing the outstanding debtors).

9. INCOME RECOGNITION

9.1 Assessment Rates:

- Assessment rates are levied on land values only.
- Relief based on conditions relating to age and income was provided to the needy aged owners of property.
- Indigent consumer whose land value is less than R 6 000 is exempt from paying rates.

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE

2008

ACCOUNTING POLICY

9.2 Electricity & Water Billing:

Meters on all properties are read monthly and billed accordingly on a monthly basis.

10. RETIREMENT BENEFITS

Employees contribute to the KwaZulu-Natal Joint Municipal Provident Fund, Natal Joint Municipal Pension (Retirement and Superannuation) Fund and Old Mutual Employee Benefits SALA, all of which provide retirement benefits to such employees.

The retirement benefit plan is subject to the Pension Funds Act, with pensions being calculated on the final pensionable remuneration paid. Current contributions by the Municipality are charged against operating income on the basis of current service costs.

Full actuarial valuations are performed in compliance with Section 16 of the Pension Funds Act.

11. BORROWING COSTS

The costs of borrowing are expensed in the year to which they relate.

12. SURPLUSES AND DEFICITS

Surpluses and deficits arising from the operation of Electricity, may be carried over to the Rates and General Services.

Surpluses and deficits on Water and Housing will remain in the relevant department.

13. INDIGENT RELIEF SUPPORT RESERVE

The Indigent Relief Support Reserve has been closed and the Indigent support has been provided for in the budget from the equitable share

ABAQULUSI MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS AS AT 30 JUNE 2008

BALANCE SHEET AT 30 JUNE 2008

<u>CAPITAL EMPLOYED</u>	Notes	2008 R	2007 R
FUNDS AND RESERVES		131 650 214	95 600 313
Accumulated reserves	1	102 594 882	90 044 894
Reserves	2	29 055 332	5 555 419
Accumulated surplus / (deficit)	19	3 368 804	8 528 173
Trust Funds	3	642 880	388 733
Long term liabilities	4	0	22 543
Consumer deposits: Services	6	6 247 376	5 621 999
		141 909 274	110 161 762
EMPLOYMENT OF CAPITAL			
FIXED ASSETS	7	59 978 634	58 434 870
INVESTMENTS	8	31 922 603	13 667 385
LONG TERM DEBTORS	9	0	-
		91 901 237	72 102 255
NET CURRENT ASSETS (LIABILITIES)		50 008 037	38 059 507
CURRENT ASSETS		72 823 648	81 665 370
Stock	10	4 846 080	3 161 685
Debtors	11	39 471 237	33 168 721
Bank Balance	25	0	9 241 107
Cash	25	5920	5 070
Short-term Investments	8	28 500 411	36 082 797
Short-term Portion: Long Term Debtors	9	0	5 990
CURRENT LIABILITIES		22 815 611	43 605 863
Provisions	12	4 986 373	2 980 891
Bank overdraft	25	965 650	
Creditors	13	16 863 589	40 624 972
		141 909 274	110 161 762

INCOME STATEMENT AT 30 JUNE 2008

2006/2007	2006/2007	2006/2007	2007/2008	2007/2008	2007/2008	2007/2008
Actual	Actual	Actual	Actual	Actual	Actual	Budget
Income	Expenditure	Surplus/ (Deficit)	Income	Expenditure	Surplus/ (Deficit)	Surplus/ (Deficit)
R	R	R	R	R	R	R
SERVICE						
RATES AND GENERAL SERVICES						
70 161 927	76 831 434	(6 669 508)	73 385 181	75 998 504	(2 613 323)	(1 726 269)
50 771 009	56 789 690	(6 018 681)	52 725 600	51 650 814	1 074 786	2 432 559
401 380	4 435 803	(4 034 423)	490 176	5 025 086	(4 534 910)	(4 281 482)
18 989 538	15 605 941	3 383 597	20 169 405	19 322 604	846 801	122 654
HOUSING SERVICES						
24 832	6 378	18 454	18 578	48 386	(29 808)	36 889
TRADING SERVICES						
64 789 965	56 488 766	8 301 199	65 749 608	62 079 717	3 669 891	1 313 133
134 976 723	133 326 578	1 650 145	139 153 367	138 126 607	1 026 760	(376 247)
TOTAL						
		-	Appropriation for the year (refer note 19)			
		1 650 145	Net Surplus / (Deficit) for the year			
		6 878 028	Accumulated Surplus/(Deficit) at the beginning of the year			
		8 528 173	Accumulated Surplus /(Deficit) at the end of the year			
			3 368 804			

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2008

		2008 R	2007 R
		18 671 161	(8 225 300)
CASH RETAINED FROM OPERATIONAL ACTIVITIES			
Cash (utilised)/generated by operations	20	(28 333 923)	(60 250 795)
Investment income	18	1 864 939	2 991 017
Decrease/(increase) in working capital	21	31 742 305	12 785 652
Less: External interest paid	18	5 273 321	(44 474 126)
		0	-
Cash available from (utilised in) operations		5 273 321	(44 474 126)
Cash contributions from government and public		13 397 840	36 503 675
CASH UTILISED IN INVESTING ACTIVITIES			
Investment in fixed assets	7	(18 490 166)	(18 215 326)
NET CASH FLOW		180 995	(26 440 626)
CASH EFFECTS OF FINANCING ACTIVITIES			
Increase / (decrease) in long term loans	22	(22 543)	(587 706)
Increase / (decrease) in Consumer Deposits	6	(625 377)	
(Increase) / decrease in cash investments	8	10 672 832	21 638 395
(Increase) / decrease in cash	25	(10 205 907)	5 389 938
		-	-
NET CASH (GENERATED) / UTILISED		(180 995)	26 440 626

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

1 ACCUMULATED FUNDS

	2008 R	2007 R
Consolidated Capital Development Fund	62 053 155	57 464 190
Public Improvement Fund	34 306 387	26 650 607
Loan Redemption Fund	6 235 340	5 930 097
Bursary Fund	0	-
Insurance Fund : General	0	-

Adjustments were made to these funds as the opening balances were incorrect.
Prior year additions and expenditure are now brought to account
(Refer to Appendix A for additional information)

102 594 882	90 044 894
--------------------	-------------------

2 RESERVES

Total Reserves
(Refer to Appendix A for additional information)

29 055 332	5 555 419
29 055 332	5 555 419

3 TRUST FUNDS

Housing Lakeside
(Refer to Appendix A for additional information)

642 880	388 733
642 880	388 733

4 LONG TERM LIABILITIES

Annuity Loans

0	22 543
0	22 543

Loan due to Development & Services Board written off due to the fact that the entity no longer exists

(Refer to Appendix B for additional information)

5 WATER AND SANITATION SERVICES

The AbaQulusi Municipality entered into an agreement with the Zululand District Municipality called the "Natal Spa Agreement" in June 2003, which agreement was for three years to 30 June 2006.

The agreement provided for the municipality to be the Water Service Provider in the urban areas of AbaQulusi.

This agreement was renewed for a further one year to 30 June 2007 and for another three years from July 2007 to June 2010.

Hence the financial results, including the assets and liabilities, of these two sectors remained in the books of the AbaQulusi Municipality.

6 CONSUMER DEPOSITS: SERVICES

Electricity

5 645 818

-

Water

601 558

-

6 247 376

5 621 999

7 FIXED ASSETS

Fixed assets at the beginning of the year

296 001 927

277 786 601

Capital expenditure during the year

16 160 572

18 215 326

Assets adjusted during the year

2 329 594

-

Fixed assets at the end of the year

314 492

296 001

Less: Loans redeemed and other capital income

093

927

(254 513 459)

(237 567 057)

Net Fixed Assets

59 978 634

58 434 870

(Refer to annexure C and Chief Financial Officers Report for additional information)

8 INVESTMENTS

Unlisted

Call Deposits	30 432 773	13 424 641
Short Term Deposits	28 500 411	22 658 156
Long Term	1 489 830	13 667 385
Total Investments	60 423 014	49 750 182

Provision for Irrecoverable Investments

0 (3 066 944)

Less: Short term investments transferred to current assets

(28 500 411)	(36 082 797)
31 922 603	13 667 385

Management's valuation of unlisted investments

60 423 014 49 750 182

Average gross rate of return on investments

4.9%

Investments to the amount of R1,489,830 are ceded in favour of Eskom as guarantees for the purchase of electricity

(18 255 218)	(5 932 239)
7 582 386	(15 706 156)
(10 672 832)	(21 638 395)

The municipality is required to invest funds which are not immediately required, with prescribed institutions and the period should be such that it will not be necessary to borrow funds against the investment at a penalty rate to meet commitments.

No investments were written off during the year.

9 LONG TERM DEBTORS

Sale of Erven, P.I. Fund & Connections		5 990
		5 990
Less: Short Term Portion		(5 990)
Total		-

10 INVENTORY

Inventory represents consumable stores only. Where necessary provision is made for obsolete stock.

4 846 080	3 161 685
4 846 080	3 161 685

11 DEBTORS

Consumer Debtors	31 825 397
Sundry Debtors	21 954 299
Other Debtors	6 489 604
Accrued Interest	716 288
Unidentified Deposits	9 819
Amount Paid in Advance	-
	-
	60 269 301
Less: Provision for Doubtful Debtors	(27 100 580)
	33 168 721

An amount of R11, 551,454 was written off as bad debts

12 PROVISIONS

Provision for Leave payments	2 980 891
	2 980 891

13 CREDITORS

Retention	2 496 944	1 334 317
Trade Creditors	13 741 534	8 359 645
Deposits Other	195 858	346 800
Creditors Other	429 253	30 584 210
	16 863 589	40 624 972

14 ASSESSMENT RATES

	SITE VALUATIONS	RATES IN-COME 2007/2008	RATES IN-COME 2006/2007
Residential	110 949 000.00	11 257 435	11 623 581
Business	63 620 000.00	8 659 003	6 724 650
Government	12 359 900.00	1 563 158	1 335 450
Donation : Sport & Welfare	1 049 500.00	147 013	137 152
Non - Taxable	33 539 630.00	0	-
Agricultural	125 500.00	10 209	4 681
TOTALS	221 643 530.00	21 636 818	19 825 514

Valuations are performed every four years. The last general valuation came into effect on the 1 July 2003, except for Louwsburg which came into effect on 1 July 1994. The basic rates were as follows:-

	2007/2008	2006/2007
Properties on which a single dwelling is erected and used as such		
All other properties	0.1271	0.1161
Bhekuzulu	0.1627	0.1486
Vaalbank	0.0849	0.0775
Hlobane	0.1271	0.1161
Thuthukani	0.1271	0.1161
Louwsburg	0.1271	0.1161
Mzamo	0.1271	0.1161
Edmondlo Domestics	0.0224	0.0205
Edmondlo Business	0.0245	0.0224
The following rebates in respect of assessment rate were allowed:		
- All properties excluding those registered in the name of the	15.75 %	15.75%
State of State Departments as well as properties used as single dwelling units		
- All erven zoned as town lands	50 %	50%
- State Departments	20 %	20%
- Further rebates, based on a sliding scale, for the pensioners and the needy aged, which varies between 10% and 80%		
- Agricultural	50 %	50%

Hlobane , Vaalbank & Thuthukani became rateable as from date of proclamation of a town 1 September 2000.

15 COUNCILLOR'S RENUMERATION AND SECTION 57 EMPLOYEES

Mayor's Allowance	496 132	354 939
Deputy Mayor's Allowance	400 364	282 824
Speaker	400 364	282 824
Members of Exco	1 903 718	1 325 735
Councillor's Allowances	4 239 083	3 188 383
	7 439 661	5 434 705

16 EMPLOYEE RELATED COSTS

Remuneration of Municipal Manager

Annual remuneration	527 822	560 379
Performance Bonuses	69 850	
Car Allowance	148 008	
Housing allowance		
Contributions to Pension, Medical Aid, UIF	1 497	1 166
Total	747 177	561 545

Remuneration of Chief Financial Officer

Annual remuneration	365 333	464 566
Performance Bonuses	0	20 000
Car Allowance	53 000	
Housing allowance		
Contributions to Pension, Medical Aid, UIF	1 497	56 375
Total	419 830	540 941

Remuneration of Individual Executive Directors at 30 June 2008

Executive Manager: Council Support Services

Annual remuneration	308 573	361 028
Performance Bonuses	17 000	
Car Allowance	95 568	
Housing allowance		
Contributions to Pension, Medical Aid, UIF	32 269	1 399
Total	453 410	362 427

Executive Manager: Technical Services

Annual remuneration		361 025
Performance Bonuses	0	
Car Allowance		
Housing allowance		
Contributions to Pension, Medical Aid, UIF		1 399
Total	0	362 424

Manager: Strategic Planning & IDP

Annual remuneration	194 232	337 002
Performance Bonuses	0	
Car Allowance	1 200	
Housing allowance	0	
Contributions to Pension, Medical Aid, UIF	3 283	1 283
Total	258 715	338 285

Executive Manager: Corporate Services

Annual remuneration	350 000	46 030
Performance Bonuses	0	3 155
Car Allowance	150 000	
Housing allowance		
Contributions to Pension, Medical Aid, UIF	12 093	3 780
Total	512 093	52 965

Executive Manager :Community Services

Annual remuneration	350 000	510 000
Performance Bonuses	0	20 000
Car Allowance	150 000	
Housing allowance		
Contributions to Pension, Medical Aid, UIF	3 925	39 739
Total	503 925	569 739

Manager: Finance :Planning (no longer contract post)

Annual remuneration	0	392 159
Performance Bonuses	0	15 000
Car Allowance	0	
Housing allowance	0	
Contributions to Pension, Medical Aid, UIF	0	1 399
Total	0	408 558

17 AUDITOR'S REMUNERATION

Audit Fees Paid	772 005	1 742 975
-----------------	----------------	------------------

18 FINANCE TRANSACTIONS

Total external interest earned and paid:		
Interest earned	1 864 939	2 396 338
Interest paid	-	-
	1 864 939	2 396 338

Capital charges debited to operating account:

Interest :	External	-
	Internal	-
Redemption :	External	4 339 342
	Internal	
	4 590 942	4 339 342

The Municipality is exempted from paying the internal interest .

19 APPROPRIATIONS

Accumulated surplus (deficit) at the beginning of this year	8 528 173	6 878 028
Operating surplus (deficit) for the year	1 026 760	1 650 145
Appropriations for the year:		
Prior year adjustments	(6 186 129)	
Payments against previous years trading transaction		
Other	-	-
Contributions to :	-	-

Contributions to :

- Provision for Doubtful Debtors
- Provision for leave payment

	-	-
	0	-
	0	-

Accumulated Surplus/ (Deficit) at the end of the year

3 368 804 8 528 173

Operating Account

Fixed Assets

1 133 513 676 741

Contributions to:

1 719 916 13 697 470

-Audit Fee Provision

0 1 475 351

-Insurance Fund

0 (480 396)

-Leave Payment Provision

1 719 916 4 615 555

-Capital Development Fund

- -

-Indigent Reserve

0 4 033 986

-Provision for Doubtful Debtors

0 4 052 975

2 853 429 14 374 212

PRIOR YEAR ADJUSTMENTS

The ledger votes had not been reconciled or cleared since 2004, which accounts for the large number of transactions and value of adjustments.

20 CASH GENERATED BY OPERATIONS

Surplus /(Deficit) for the year
Adjustments in respect of previous years' transactions

801 760 1 650 145
(6 186 129)

Appropriation charged against Income:

2 819 724 29 533 675

Capital Development Funds

Loans Redeemed Fund

Insurance Fund

Provisions and Reserves

Fixed Assets

-
(7 166 345)
(480 396)
36 503 675
676 741

Capital Charges:

Interest paid to internal funds

Interest paid on external loans

Redemption of internal advances

Redemption of external loans

Interest earned (Operating Account)

Interest returned to Operating Account

Grants and subsidies received from the State

0 -
0 -
4 590 942 4 339 342
0 -
(1 864 939) (955 199)
(2 035 818)

Non- Operating Income

- Expenditure charged against:

- Provisions and Reserves other than Capital Expenditure Funding

- Non-distributable reserve other than Capital Expenditure Funding

43 805 084 3 070 386
(15 632 518) 24 648 264

28 333 923 60 250 795

21 (INCREASE)/DECREASE IN WORKING CAPITAL

(Increase)/Decrease in long term debtors

(Increase)/Decrease in stock

(Increase)/Decrease in debtors

(Increase)/Decrease in creditors

(Increase)/Decrease in consumer deposits

0 -
1 684 395 (460 152)
6 296 526 (7 944 284)
23 761 383 21 190 088

31 742 305 12 785 652

22 (INCREASE)/DECREASE IN EXTERNAL LOANS

Loans Repaid	22 543	-
	22 543	-

23 PRIOR YEAR ADJUSTMENTS

Prior year adjustments in respect of assets:

The effect of the prior year adjustment on 2006/2007 financial statements is as follows :

Assets balance as per audited 2006/2007 financial statements.

Adjustments in respect of assets .

Restated assets balance

	296 001 930
	7 757 716
0	303 759 646

Prior year adjustments in respect of funds:

The effect of the prior year adjustment on 2006/2007 financial statements is as follows :

CDF balance as per audited 2006/2007 financial statements.

Adjustments in respect of CDF

Restated CDF balance

	28 040 012
	1 163 666
0	29 203 678

Prior year adjustments in respect of reserves:

The effect of the prior year adjustment on 2006/2007 financial statements is as follows :

Reserve balances as per audited 2006/2007 financial statements.

Adjustments in respect of reserves

Restated reserve balances

	5 555 419
	12 304 188
0	17 859 607

24 (INCREASE)/DECREASE IN EXTERNAL INVESTMENTS

Investments made	(56 050 116)	(1 854 276)
Provision for irrecoverable investment	0	-
Investments realised	45 449 464	11 000 000
	(10 600 652)	9 145 724

25 (INCREASE)/DECREASE IN EXTERNAL CASH

Cash balance at the beginning of the year	9 246 177	
Movements for the year	(9 246 177)	
Add cash on hand	5 920	5 070
Add Cash at bank	(965 650)	9 241 107
Cash balance at the end of the year	(959 730)	9 246 177

26 PRIMARY BANK ACCOUNT

In terms of Section 125(2)(a) of the Municipal Finance Management Act (No 56 of 2003)

Absa Bank: Cheque Account no 01005001109

Bank Balance at the beginning of the year	19 392 964	13 668 303
Movements for the year	17 182 133	5 724 661
Bank balance at the end of the year	2 210 831	19 392 964

27 RETIREMENT BENEFITS

Personnel and Councillors are members of the Natal Joint Municipal Pension Funds and South African Local Authorities Pension Funds. The last actuarial valuation was on 30 March 2008

28 CONSOLIDATED CAPITAL DEVELOPMENT FUND

Outstanding advances to borrowing services

Accumulated fund
Less: Internal advances
Investments

62 053 155	57 464 190
(41 961 095)	(44 598 226)
20 092 059	12 865 963

(Refer to Appendix A & B for more detail)

The Municipality is exempted from paying the internal interest and from the payment of the 3% contribution to the Fund

29 LOAN REDEMPTION FUND

Accumulated Funds
Less: Internal Advances
Investments

6 235 340	5 930 097
371 446	(722 092)
6 606 785	5 208 005

The Municipality is exempted from paying the internal interest and from

30 PUBLIC IMPROVEMENT FUND

Outstanding advances to borrowing services

Accumulated Funds
Less:
Internal Advances
Debtors
Land

34 306 387	26 650 607
(1 911 455)	(2 276 045)
0	(5 990)
(8 315 606)	(8 315 606)

Investments

24 079 326	16 052 965
-------------------	-------------------

The Municipality is exempted from paying the internal interest.

(Refer to Appendix A & B for more detail)

31 CONTINGENT LIABILITIES AND CONTRACTUAL OBLIGATIONS

Claveshay Estates	2 000 000	200 000
Quantum Leap Investments	1 000 000	200 000
M P Mdletshe	12 461	40 000
Vryheid Market/A G Beata		5 000
J Dlamini		5 000
Solidarity obo V L Radebe		15 000
Onesisa School of Nursing	2 312	8 500
Louwsburg Evictions(3)		30 000
Plaza Centre Evictions	7 000	120 000
D'Azur Beleggings	5 000	10 000
T Mhlanga	146 244	
D Madonsela	7 148	
G D Kubheka	5 000	
Bender & Naicker	19 400	
G V P Mdluli	12 181	
G V P Mdluli and S M Mahlobo	10 586	
J D Hoffman	95 301	
M P Mdletshe	50 000	
B S Mdluli	7 014	
N C Shabalala	7 317	
Aon SA (Pty)Ltd	5 000	
Blue Square Advisory Services	5 000	
House A979 eMondlo	547	
Innob Trading	1 140	
Mbazwana security	1 140	
Salga	283 000	
Louwsburg Uitsettings	4 708	
Maverick Security Services	50 000	
M Mabaso	16 850	
	3 754 349	633 500

Matters where Abaqulusi Municipality is the defendant against Plaintiff/Claimant

Contractual obligations

Pure Magic c.c.	5 099 151
Innob	466 088
Mbazwana Security	2 131 544

Refuse removal - Vryheid
Refuse Removal -eMondlo
Security Services

32 CAPITAL COMMITMENTS

Commitments in respect of Capital Expenditure:

- Approved and contracted for
- Approved and not yet contracted for

46 927 092	38 937 485
8 800 000	3 234 000
55 727 092	42 171 485

This expenditure will be financed from :

- Internal Sources
- External Sources
- Other Sources
- Provincial Government

1 979 193
40 192 292

55 727 092
55 727 092
42 171 485

33 ADDITIONAL INFORMATION IN TERMS OF SECTIONS 124 AND 125 OF THE MFMA

A. Municipal Entities

Under sole and shared control of the Municipality during 2007/2008
Under sole and shared control of the Municipality as at 30 June 2008

None	None
None	None

B. Contributions to Organised Local Government

None

Nil

Nil

C. Material Losses, Irregular, Fruitless, Wasteful or Unauthorised Expenditure		
None	Nil	Nil
D. Criminal or Disciplinary Steps taken as a result of the above		
None	Nil	Nil
E. Material Losses Recovered or Written Off		
None	Nil	Nil
F. None-compliance with the Municipal Finance Management Act, Act no 56 of 2003		
None	Nil	Nil
G. Related Party		
Deputy Mayor Councillor J J Jones declared his interest in a company called Thistlegorm t/a Step by Step Computing		
Mr Jones has a 49 % shareholding in the company		
Transactions for the year 2006/2007	0	23 155
Transactions for the year 2007/2008	22 144	
Mrs E.M. Ndlovu - Manager: Environmental Services has declared an interest in the company called Dan Jabu Trading C.C. Transactions for the year 2007/2008	72 994	
Councillor N P Ndela has an interest in Abaphumeleli Trading 506 Transactions for the year 2007/2008	21 910	
H. Operating Leases		
Operating Leases paid per annum	395 601	
These leases are for the rental of photocopiers, fax machines, telephone system etc		

APPENDIX A

STATUTORY FUNDS, GRANT FUNDS RESERVE,PROVISIONS AND TRUST FUNDS

	BALANCE AT 30.06.2007	CONTRIBUTIONS DURING THE YEAR	INTEREST ON INVESTMENTS	OTHER IN- COME	OPERATING EX- PENDITURE DUR- ING THE YEAR	CAPITAL EX- PENDITURE DURING THE YEAR	BALANCE AT 30.06.2008
ACCUMULATED FUNDS	R	R	R	R	R	R	R
Consolidated Capital Development Fund:							
Rates & General Capital Development Fund	28 040 012	-	1 764 283	1 170 466			30 974 760
Water Capital Development Fund	6 849 908	-	427 705	31 837			7 309 450
Electricity Capital Development Fund	22 574 271		1 443 504	309 573	558 403.00		23 768 945
LOAN REDEMPTION FUND	5 930 097	-	-	305 243			6 235 340
INSURANCE FUND	-	-					-
PUBLIC IMPROVEMENT FUND	26 650 607		1 657 357	6 139 754	141 330		34 306 387
BURSARY FUND	-						-
	90 044 894		5 292 848	7 956 873	699 733		102 594 882
RESERVES							
CMIP:UPGRADE VHD SEWER WORKS	4 033 986	8 625 070		2 299 805		(5 690 642)	9 268 219
MAP GRANT TRANSFORMER/ELECT	1 410 000			(1 410 000)			0
CMIP FUNDS UNALLOCATED	1 142 410			2 798 075			3 940 485
CMIP:EMONDLO ROADS ECT.	784 296						784 296
D.M.E. CONNECTIONS	470 459			10 130 176		(3 809 229)	6 791 405
LAND USE MANAGEMENT	430 000						430 000
FINANCIAL MANAGEMENT GRANT	419 591	250 000		(64 332)	(205 013)		400 246

APPENDIX A

STATUTORY FUNDS, GRANT FUNDS RESERVE, PROVISIONS AND TRUST FUNDS

	BALANCE AT 30.06.2007	CONTRIBUTIONS DURING THE YEAR	INTEREST ON INVESTMENTS	OTHER IN- COME	OPERATING EX- PENDITURE DUR- ING THE YEAR	CAPITAL EX- PENDITURE DURING THE YEAR	BALANCE AT 30.06.2008
FINANCIAL MANAGEMENT GRANT	419 591	250 000		(64 332)	(205 013)		400 246
UPGRADE SPORTS FIELD	370 380						370 380
N.D.R. LOCAL GOVERNMENT GRANT	257 732						257 732
CAPACITY BUILDING 02/03	149 987			121 906			271 893
PERFORMANCE MANAGEMENT SYSTEMS	100 000	257 840			(82 090)		275 750
EMONDLO LIBRARY	87 692						87 692
SYSTEMS GRANT	80 000						80 000
NDR CAPACITY BUILDING GRANT	70 000				(70 000)		0
COMMUNITY GARDENS	67 512						67 512
DONATION PUBLIC TOILETS:(ZDM)	60 000						60 000
CAPACITY BUILDING GRANT 01/02	51 906				(51 906)		(0)
METERING GRANT	44 190						44 190
COMMUNITY PARTICIPATION	43 860				(43 860)		(0)
UPGRADE BILLING EMONDLO	40 629						40 629
LDP GRANT	28 988						28 988
ANNUAL ZDM TOURISM	26 000				(26 000)		0
DISASTER MANAGEMENT GRANT	20 000						20 000
MANAGEMENT AUDIT GRANT	19 289						19 289
VRVHEID DEV. POTENTIAL	15 812						15 812
NEW REFUSE DUMP (L/BURG)	3 994						3 994
FIRE BRIGADE GRANT	140				(140)		(0)
IDP & LDP + AMALGAMATION PLAN	(1 125)				1 125		0
DME CONNECTIONS (850)	-						0
MIG INCOME RECEIVED	(3 429 210)				3 429 210		0

APPENDIX A

STATUTORY FUNDS, GRANT FUNDS RESERVE, PROVISIONS AND TRUST FUNDS

	BALANCE AT 30.06.2007	CONTRIBUTIONS DURING THE YEAR	INTEREST ON INVESTMENTS	OTHER IN- COME	OPERATING EX- PENDITURE DURING THE YEAR	CAPITAL EX- PENDITURE DURING THE YEAR	BALANCE AT 30.06.2008
MIG INCOME RECEIVED	(3 429 210)				3 429 210		0
WATER RETICULATION	(3 027 286)				3 027 286		0
SUPPORT INSTALL WATER METERS	1 834 000			950 381		(331 780)	2 452 601
PROJECT CONSOLIDATE				778 595			778 595
PROJECT CONSOLIDATE				228 766			228 766
SIDEWALKS CBD	8				(8 484)		0
PEDESTRIAN BRIDGE BIZULU	484				(6 035)		0
LOCAL GOVERNMENT GRANT	6 035				64 332		0
HOUSING	(64 332)			27 185 528	(27 185 528)		0
MSIG GRANT		734 000		1 437 819.00	(979 356)		1 192 463
MAP GRANT				1 161 265	(225 000)		936 265
MFMA GRANT		61 592					61 592
GUJIMA		81 536					81 536
DBSA GRANT		100 000			(35 000)		65 000
	5 555 419	10 110 038	-	45 617 984	(22 361 459)	(9 831 651)	29 055 332
PROVISIONS							
Audit Costs	-		-	-			-

APPENDIX A

STATUTORY FUNDS, GRANT FUNDS RESERVE, PROVISIONS AND TRUST FUNDS

	BALANCE AT 30.06.2007	CONTRIBUTIONS DURING THE YEAR	INTEREST ON INVESTMENTS	OTHER IN- COME	OPERATING EX- PENDITURE DUR- ING THE YEAR	CAPITAL EX- PENDITURE DURING THE YEAR	BALANCE AT 30.06.2008
Doubtful Debts (1)	24 033 636	3 066 944			11 551 454		15 549 126
Staff Leave	2 980 891	3 312 273			1 306 792		4 986 373
Irrecoverable Investments (3)	3 066 944				3 066 944		0
	22 144 116	6 379 217			15 925 190		20 535 499
TRUST FUNDS							
Housing Lakeside	388 733	-	53 463	200 684			642 880
	388 733	-	53 463	200 684	-		642 880

EXTERNAL LOANS AND INTERNAL ADVANCES

EXTERNAL LOANS	BALANCE AT 30/06/2007	RECEIVED DUR- ING YEAR	PAYMENTS DUR- ING YEAR	BALANCE AT 30/06/2008
Balance (stock Loans) brought forward	R -	R	R	R -
TOTAL STOCK LOANS	-	-	-	-
OTHER: EXTERNAL LOANS:				
Rates and General : (Louwsburg)	22 543	-	(22 543)	-
Interest free to be paid as and when Mizamo lots are sold				
Total Other External Loans	22 543	-	(22 543)	-
Grand Total: External Loans	22 543	-	(22 543)	-
(Refer to Note 4)				

INTERNAL ADVANCES		BALANCE AT 30/06/2007	RECEIVED DURING YEAR	REDEEMED OR WRIT- TEN OFF DURING YEAR	BALANCE AT 30/06/2008
		R	R	R	R
CAPITAL DEVELOPMENT FUND					
		44 598 226	7 502 682	10 139 813	41 961 095
- Rates and General Services		31 835 069	4 521 976	7 012 976	29 344 069
- Electricity Services		6 929 622	2 110 020	1 602 323	7 437 319
- Water Services		5 833 535	870 686	1 524 514	5 179 707
PUBLIC IMPROVEMENT FUND:					
		2 276 045	-	364 590	1 911 455
- Rates and General Services		1 612 834	-	261 015	1 351 819
- Electricity Services		232 037	-	34 286	197 751
- Water Services		431 174	-	69 289	361 885
LOAN REDEMPTION FUND:					
		722 092	-	350 646	371 446
- Rates and General Services		112 065	-	112 065	-
- Electricity Services		610 027	-	238 581	371 446
		47 596 363	7 502 682	10 855 049	44 243 996

(Refer to Notes 27,28 & 29)

APPENDIX C

ANALYSIS OF FIXED ASSETS

EXPENDI- TURE 2006/ 2007	SERVICE		BALANCE ON 30/06/2007	ACQUI- TION 2007/2008	WRITTEN OFF, REDEEMED OR DISPOSED 2007/2008	BALANCE ON 30/06/2008
R			R	R	R	R
-	RATES AND GENERAL SER- VICES FIXED ASSETS					
-	Afford station		56 625	-		56 625
-	Agricultural Plots		21 700	-		21 700
-	Airfield		87 109	-		187 109
-	Asset Lakeside		83 111	-		83 111
(6 035)	Bhekuzulu Bridge		310 902	36 225		347 127
148 869	Bhekuzulu Cemetery		338 168			338 168
-	Biowiss Project		7 296 319			7 296 319
-	Cemetery		49 183			49 183
3 030 033	Commuter Facilities		3 692 503	422 625		4 115 128
-	Emondlo Sport stadium		2 977 761			2 977 761
-	Emondlo Community Centre		1 267 418			1 267 418
-	Emondlo Cultural Centre		169 020			169 020
	Emondlo Fencing		18 135			18 135
98 919	Emondlo Library		3 293 445			3 293 445
-	Fencing		333 142			333 142
-	Industrial Siding		42 025			42 025
-	Land		672 911		672 911	-
58 395	Land & Buildings: Bhekuzulu		6 246 419			6 246 419
-	Market Square		116 441	112 874		229 315
-	Mason Street Clinic		1 862 434			1 862 434
253 553	Municipal Buildings		7 441 855	1 161 153		8 603 008
-	Parking Areas		114 600			114 600
-	Parks & Gardens		356 690			356 690
-	Parks Development Emondlo		34 827			34 827
-	Parks Lakeside		38 235			38 235
472 150	Recreation Facilities		1 089 826	13 167		1 102 993
-	Refuse Dump		1 070 083			1 070 083
-8 484	Roads & Streets		54 460 008	2 222 535		56 682 543
11 575	Sewerage Scheme		33 848 903	9 420 630	9 421	42 351 397
-	Sport Grounds		771 525	5 244		776 769
-	Staff Housing		39 677			39 677
-	Storm water Drainage		3 861 787	282 718		4 144 505
-	Swimming Bath		363 598			363 598
-	Town Planning		1 982 206		53 935	1 928 271
-	TV. Antenna		11 180			11 180
-	Zulu Cultural Village		2 394 144		1	2 394 143
4 058 975	SUB - TOTAL		136 913 916	13 677 172	736 268	148 946 105

	Artisan Tools		15 159	7 943		23 102
	- Arts & Objects		18 644	-		18 644
	- Books Library		47 731			47 731
	- Civil Defence Equipment		21 792	-		21 792
346 935	Data Processing		6 502 587	366 180	1 682 048	5 186 719
	- Emondlo Library Furniture		132 364			132 364
	- Emondlo Office Equipment		65 717	6 308		72 025
	- Emondlo Radios		66 123			66 123
	- Emondlo Sundry Plant		34 771			34 771
	- Emondlo Township Register		855			855
	- Equipment Council Chamber		37 001			37 001
	- Equipment: Testing Station		9 399			9 399
	- Equipment: Traffic Department		749 041			749 041
	- Fire Brigade		392 514			392 514
256 424	Furniture & Equipment		2 058 524	276 444		2 334 968
	- Hlobane Municipal Feasibility		-			-
	- Integrated Development Plan		259 448	44 060	303 509	-
	- Land Use Management System		173 509		173 509	-
	- Museum Exhibits		83 810			83 810
	- Office Equipment		698 548	41 896		740 444
17 440	Radios General		479 012	32 897		511 909
119 410	Security Equipment		333 330			333 330
	- Sport Park Equipment		28 761			28 761
	- Status Report Emondlo		63 812		63 812	-
	- Study		210 238		210 238	-
33 799	Sundry Plant & Equipment		4 099 845	163 031		4 262 876
	- Swimming Bath Equipment		10 670			10 670
	- Valuation Roll		207 553		207 553	-
	- Vehicles		7 215 385	1 402 089		8 617 474
	- Vryheid Development Potential		184 188	-		184 188
774 007	Sub Total		24 200 330	2 340 849	2 640 668	23 900 512
4 832 982	TOTAL RATES AND GENERAL		161 114 246	16 018 021	3 376 936	172 846 617
	ABATTOIR SERVICE		R	R	R	R
	Total Abattoir		9 751	97 410	-	107 161
	Old Buildings		9 751	97410		107 161
	ELECTRICITY SERVICE					
	Property & Permanent Works					
	Building		97 410	-	97 410	-
4 281 810	Mains & Service		39 532 694	5 611 141		45 143 836
	Railway Sidings		971	-		971
	Land		32 590	-		32 590
4 281 810	Total Property & Permanent Works		39 663 665	5 611 141	97 410	45 177 397

EXPENDI- TURE 2006/ 2007	SERVICE	BALANCE ON 30/06/2007	EXPENDI- TURE 2007/2008	WRITTEN OFF, RE- DEEMED OR DISPOSED 2007/2008	BALANCE ON 30/06/2008
R		R	R	R	R
	MOVEABLE ASSETS				
	Furniture & Office Equipment	122 743	-		122 743
	Plant & Equipment	1 113 471			1 113 471
	Prepaid Meters	3 560 578	171 708		3 732 286
	Radios	212 061	-		212 061
	Robots	163 740	-		163 740
	Street Lighting	1 728 477	101 667		1 830 144
	Tools & Instruments	1 055 387	-		1 055 387
	- Vehicles	769 845	1		769 846
	- Sub Total	8 726 302	273 376	-	8 999 678
4 281 810	Total Electricity	48 389 967	5 884 518	97 410	54 177 075
	WATER SERVICES				
	Property & Permanent Works				
30 586	Klipfontein Dam	139 694	47 212		186 906
3 103 659	Mains Pipelines & Reservoirs	30 946 694	259 640		31 206 334
	Purification Works	1 713 740	1		1 713 741
23 106	Storage Dams	6 782 974			6 782 974
117 821	Water Meter	1 688 377	341 201		2 029 578
	Water Plant Tools and Equipment	5 159 231	5 548		5 164 779
	- Informal Settlements		219 671		219 671
3 275 171	Total Water Services	46 430 711	873 273	-	47 303 983
	HOUSING SERVICE	R	R	R	R
2 968 990	Bhekuzulu Phase 6A & 6B	16 715 890			16 715 890
20 320	Coronation Housing	658 885			658 885
2 642 221	Louwsburg Housing Scheme	12 841 031			12 841 031
193 830	Slum Clearance Project Phase 1	1 502 545			1 502 545
	- Staff Housing	23 300	-		23 300
5 825 361	Total Housing Service	31 741 650	-	-	31 741 650
	PUBLIC IMPROVEMENT FUND				
	Bhekuzulu Houses	452 981	-		452 981
	Deferred Charges	277	-		277
	Development Costs	5 447 716	-		5 447 716
	Industrial Sidings	29 000	-		29 000
	- Land	1 940 571	-		1 940 571
	Survey Costs	445 061	-		445 061
	- Total Public Improvement Fund	8 315 606	-	-	8 315 606
18 215 325	TOTAL FIXED ASSETS	296 001 930	22 873 222	3 474 346	314 492 092

ANALYSIS OF FIXED ASSETS

SERVICE	BALANCE AT 30/06/2007	EXPENDITURE 2008	WRITTEN OFF, TRANSFERRED OR DISPOSED OF 2007/2008	BALANCE AT 30/06/2008
RATES AND GENERAL SERVICES FIXED ASSETS	R	R	R	R
Stock Loans Redeemed	4 751 858		-	4 751 858
Loans Redeemed: External	11 201	22 543	-	33 744
P.I.F. Advances Redeemed	1 565 586	261 015	16 664	1 809 937
C.D.F. Advances Redeemed	20 463 247	6 937 310	-	27 400 557
Rev. Add. Advances Redeemed	881 191		-	881 191
Loans Redeemed Bhekuzulu	4 645 893		-	4 645 893
L.R.F. Advances redeemed	4 318 734	112 065	-	4 430 799
Loans Repaid Ex Revenue	3 347 531		-	3 347 531
Contribution Ex Comp. Reserve	2 703 490		-	2 703 490
Contribution Ex Revenue: Bhekuzulu	1 206 499		-	1 206 499
Contribution Ex Revenue	8 197 007	217 863	-	8 414 870
Grants	68 030 351	5 690 642	1 884 050	71 836 943
Siding Costs Recovered	18 682		-	18 682
Parking Space Development	215 469		-	215 469
Surplus on Land Re-valuation	294 810			294 810
Ex Reserve Funds	3 723 161		-	3 723 161
Land Endowed	312 240		-	312 240
Advance Ex Revenue Lakeside	11 299		-	11 299
Contribution Ex D & R Fund	24 727		-	24 727
Contribution Emondlo Income	123 125		-	123 125
Emondlo Reserve Fund	-		-	-
N.D.R. Grants Unutilised	-		-	-
	124 846 101	13 241 438	1 900 714	136 186 825

ABBATOIR SERVICE				
Annuity Loans Redeemed	4 431		-	4 431
Loans Redeemed Ex Sinking Fund	5 321	-	-	5 321
	9 752	-	-	9 752
SERVICE	BALANCE AT 30/06/2007	EXPENDITURE 2008	WRITTEN OFF, TRANSFERRED OR DISPOSED OF 2007/2008	BALANCE AT 30/06/2008
ELECTRICITY				
Internal Loans CDF		7 093 858		7 093 858
Stock Loans	3 215 000			3 215 000
Loans Redeemed External	5 66 404			566 404
P.I.F Loans Redeemed	186 460	34 286		220 746
Other Internal Loans Redeemed	6 053 756	238 582	-	6 292 338
Loans Partially Repaid	3 383 261		884 787	2 498 474
Contribution From Revenue	8 024 764	353 415		8 378 179
Contribution From Consumers	47 341		-	47 341
Sinking Fund Surplus	17 930		-	17 930
Contribution From D & R Fund	368 069		-	368 069
Grants	11 766 114	4 249 053	-	16 015 167
Emondlo Reserve	3 889 755		-	3 889 755
N.D.R. Grants Unutilised	-		-	-
TOTAL	37 518 854	11 969 194	884 787	48 603 261

WATER				
Stock Loans	9 897 000	-	-	9 897 000
Loans Redeemed External	9 439	-	-	9 439
Ex Reserve Fund	644 295	-	-	644 295
Annuity Loans Redeemed	408 876		252 566	156 310
Loans Fully Redeemed	337 381		34 644	302 737
Loans Ex C.D.F. Repaid	6 785 417	855 676	639 068	7 002 025
Contribution Ex D & R Fund	9 950		-	9 950
Contribution From Revenue	2 558 812	35 472	78 316	2 515 968
Grants and Subsidies	22 402 601	331 780	1 767 596	20 966 785
Loans Ex P.I. Fund Repaid	274 589	69 289	34 644	309 234
Water Contributions	120 918		-	120 918
N.D.R. Grants Unutilised	-	-		-
TOTAL	43 449 279	1 292 216	2 806 834	41 934 661
HOUSING SERVICE				
Loan Re-deemed	23 300			23 300
Grants :Bhekuzulu Phase 6A	17 972 035		5 538 569	12 433 466
Grants : Louwsburg Housing	13 747 737	1 574 458	-	15 322 195
N.D.R. Grants Unutilised	-			-
TOTAL	31 743 072	1 574 458	5 538 569	27 778 961
TOTAL LOANS REDEEMED AND OTHER CAPITAL RECEIPTS	237 567 057	28 077 306	11 130 904	254 513 459
NET FIXED ASSETS	58 434 873	(5 204 084)	(7 656 559)	59 978 633

APPENDIX D

ANALYSIS OF OPERATING INCOME AND EXPENDITURE FOR THE YEAR ENDED 30 JUNE 2008

ACTUAL 30/06/2007		ACTUAL 30/06/2008	BUDGET 30/06/2008
R	REVENUE		R
30 969 619	Government and Provincial Grants	30 288 463	31 807 565
104 007 104	Income from tariffs, service charges etc.	108 864 904	107 947 493
134 976 723		139 153 367	139 755 058
	EXPENDITURE		
55 152 932	Salaries, Wages and Allowances	52 644 817	52 796 876
70 232 243	General Expenditure	89 637 410	88 648 901
27 360 212	- Electricity Purchases	29 607 044	32 817 954
655 903	- Water Purchases		
42 216 127	Other General Expenses	60 030 366	55 830 947
12 316 386	Repairs and Maintenance	12 292 325	12 664 257
4 485 246	Capital Charges	4 590 942	6 909 207
676 741	Contribution to Fixed Assets	1 133 513	814 255
12 699 545	Contribution	1 641 224	3 355 616
155 563 093	Gross Expenditure	161 940 230	165 189 112
(22 236 515)	Less: Amounts charged out	(23 813 623)	(25 057 807)
133 326 578		138 126 607	140 131 305
		1 026 760	(376 247)

APPENDIX E

OPERATING ACCOUNT: DETAILED INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2008

2006/2007 ACTUAL IN- COME	2006/2007 ACTUAL EX- PENDITURE	2006/2007 AC- TUAL SUR- PLUS (DEFICIT)	SERVICE	2007/2008 ACTUAL IN- COME	2007/2008 AC- TUAL EXPENDI- TURE	2007/2008 ACTUAL SUR- PLUS (DEFICIT)	2007/2008 BUDGET
70 161 927	76 831 434	(6 669 508)	RATES AND GENERAL SERVICES	73 385 181	75 998 504	(2 613 323)	(1 726 269)
50 771 009	56 789 690	(6 018 681)	COMMUNITY SERVICE	52 725 600	51 650 814	1 074 786	2 432 559
19 825 514		19 825 514	Assessment Rates	21 671 514	0	21 671 514	22 904 582
307 676	6 560 767	(6 253 091)	Community Services	179 079	7 187 170	(7 008 093)	(6 768 545)
6 241 334	3 303 171	2 938 162	Corporate Services	6 628 098	4 766 706	1 861 392	1 806 946
15 137 319	17 982 739	(2 845 420)	Council General Expenses	16 325 470	8 834 654	7 490 816	8 408 644
365 479	13 566 261	(13 200 782)	Engineering Services	264 560	13 999 730	(13 735 170)	(12 832 152)
4 822 519	6 309 796	(1 487 277)	Finance	2 632 608	6 432 220	(3 799 612)	(3 658 175)
72 325	1 293 111	(1 220 786)	Human Resources	198 018	2 030 359	(1 832 341)	(1 681 157)
-	116 314	(116 314)	Information Technology	0	232 954	(232 954)	(343 485)
-	(170 757)	170 757	Municipal Manager	0	659 333	(659 333)	(2 365 708)
140 130	754 904	(614 774)	Public Health and Clinic	650 980	641 022	9 958	(56 486)
3 570 925	5 806 710	(2 235 785)	Public Safety	3 920 343	6 447 922	(2 527 577)	(2 548 282)
257 788	1 054 360	(796 572)	Strategic Planning -Town Planning	118 931	214 508	(95 577)	(235 117)
30 000	212 314	(182 314)	Tourism	136 000	204 236	(68 236)	(198 506)
401 380	4 435 803	(4 034 423)	SUBSIDISED SERVICES	490 176	5 025 086	(4 534 910)	(4 281 482)
139 720	1 845 024	(1 705 304)	Parks and Gardens	225 887	2 227 804	(2 001 917)	(1 984 818)
222 912	1 137 861	(914 949)	Cemetery	219 645	1 181 542	(961 897)	(768 960)
38 749	1 452 919	(1 414 170)	Library	44 644	1 615 740	(1 571 096)	(1 527 704)

APPENDIX E

OPERATING ACCOUNT: DETAILED INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2008

18 989 538	15 605 941	3 383 597	ECONOMICAL SERVICES	20 169 405	19 322 604	846 801	122 654
8 222 005	7 215 259	1 006 746	Solid Waste	8 873 106	9 281 766	(408 660)	28 338
10 767 533	8 390 683	2 376 850	Sanitation Services	11 296 299	10 040 838	1 255 461	94 316
24 832	6 378	18 454	HOUSING SERVICES	18 578	48 386	(29 808)	36 889
24 832	6 378	18 454	Municipal Housing	18 578	48 386	(29 808)	36 889
64 789 965	56 488 766	8 301 199	TRADING SERVICES	65 749 608	62 079 717	3 669 891	1 313 133
52 119 093	45 448 692	6 670 401	ELECTRICITY SERVICES				(700 701)
52 119 093	45 448 692	6 670 401	Electricity Services	52 217 184	49 903 983	2 313 201	(700 701)
12 670 872	11 040 074	1 630 798	WATER SERVICES				2 013 834
12 670 872	11 040 074	1 630 798	Water Distribution	13 532 424	12 175 734	1 356 690	2 013 834
134 976 723	133 326 578	1 650 145	TOTAL	139 153 367	138 126 607	1 026 760	(376 247)
		-	Appropriation for the year (refer note 19)			(6 186 129)	
		1 650 145	Net Surplus/(Deficit) For The Year			(5 159 369)	
		6 878 028	Accumulated surplus/(deficit) at the beginning of the year			8 528 173	
		8 528 173	Accumulated Surplus/(Deficit) at the end of the year			3 368 804	

STATISTICAL INFORMATION

APPENDIX F

		2007/2008	2006/2007
a) GENERAL STATISTICS			
i) Population		224 546	224 546
ii) Registered Voters		74 600	74 600
iii) Valuation of residential properties		110 949 000	111 272 500
iv) Valuation of commercial properties		63 620 000	63 130 000
v) Valuation of rateable properties: Land		188 103 900	187 983 400
vi) Valuation of rateable properties: Improvements		1 098 940 120	1 099 480 520
vii) Valuation of non- rateable properties: Land		33 539 630	33 674 630
viii) Valuation of non- rateable properties: Improvements		71 002 520	71 088 520
		221 643 530	221 658 030
ix) Date of valuation		01/07/2003	01/07/2003
x) Number of stands - residential and commercial		Not available	Not available
xi) Assessment rate on land		R 0.1271	R 0.1095
xii) Assessment rate on improvements		N/A	N/A
b) WATER STATISTICS			
i) Number of Consumers		12 215	12 215
ii) Kilolitres Purified		9 988 693	9 636 100
iii) Kilolitres Sold (Total)		2 550 579	2 372 449
iv) Kilolitres Lost in Distribution		6 858 874	6 858 874
v) % Lost in Distribution		68.67%	71.18%
vi) Total Costs (Expenses)		R 12 175 734	R 11 040 074
vii) Cost Per Kilolitres Purified		R 1.22	R 1.15
TOTAL COST LOST THROUGH DISTRIBUTION**		R 8 360 636	R 7 858 208
**The actual loss in distribution cannot be determined in view of the fact that eMondlo's consumers are not billed. The difference between water purified and sold can therefore not be regarded as lost in distribution, seeing that a large percentage of it			
c) ELECTRICITY STATISTICS			
i) Number of consumers (residential & commercial)		13 902	13 902
ii) Units purchased (kwh)		141 627 303	136 649 078
iii) Units sold (Total)		119 756 204	119 884 869
iv) Units lost in distribution (ii - iii)		21 871 099	16 764 209
v) Units lost in distribution % of (ii)		15.44%	12.27%
vi) Total cost (Expenses)		R 49 903 983	R 45 448 692
vii) Cost per unit purchased		R 0.35	R 0.33
TOTAL COST LOST THROUGH DISTRIBUTION		R 7 706 529	R 5 575 679
d) INDIGENT STATISTICS			
i) Number of Indigents - Average per month		1947	
ii) Free Electricity - 50kwh per month		140184	
iii) Cost per annum		974022	
iv) Free Water - 6 kl per month		100296	
v) Cost per annum - including Basic Charge		714084	
vi) Free Refuse -cost per annum		1605348	
vii) Free Sanitation - cost per annum		2156112	
viii) Free Rates - value R6000 or less		1563	
ix) Cost per annum		471324	

STATISTICAL INFORMATION

APPENDIX F

TARIFF	TARIFF DESCRIPTION	RATEABLE			NON-RATEABLE		
		LAND VALUE	IMPROVEMENT VALUE	RAISED	LAND VALUE	IMPROVEMENT VALUE	RAISED
A 100	Non-taxable				4 255 630.00	8 998 000.00	0.00
101	Rates other	52 714 000.00	227 130 500.00	7 216 369.73			
102	Residential	70 189 000.00	434 536 600.00	8 926 014.29			
103	Comm.Indust.	290 000.00	1 221 000.00	19 281.94			
104	Government	11 376 400.00	76 851 500.00	1 462 165.15			
105	Rates Monthly Residential	2 657 000.00	17 069 000.00	337 705.20			
106	Rates Monthly Bussiness	1 454 500.00	5 071 000.00	199 375.20			
120	Non-Taxable				9 627 300.00	8 976 000.00	0.00
121	Non-Taxable				500 500.00	6 500.00	0.00
122	Non-Taxable				8 496 100.00	90 000.00	0.00
150	Donation : sport bodies	612 500.00	2 470 000.00	83 958.24			
151	Non-Taxable				998 500.00	10 639 500.00	0.00
152	Donation : Care of elderly	437 000.00	7 663 000.00	59 901.60			
153	Donation : Organisations						
155	Donation : Welfare organisations			3 152.70			
156	Non-Taxable				3 361 500.00	20 898 000.00	0.00
160	Pension rebate : 10 %	191 500.00	1 068 000.00	21 905.52			
161	Pension rebate : 20 %	91 500.00	449 000.00	11 422.02			
162	Pension rebate : 60 %	32 500.00	121 000.00	1 652.28			
163	Pension rebate : 80 %	174 500.00	1 008 500.00	4 436.04			
180	Townlands & Agricultural	63 000.00	80 000.00	5 125.08			
190	Taxable (Special Consent)	8 772 000.00	49 484 000.00	1 187 816.01			
	TOTAL WARD A	149 055 400.00	824 223 100.00	19 540 281.00	27 239 530.00	49 608 000.00	0.00

STATISTICAL INFORMATION

APPENDIX F

TARIFF	TARIFF DESCRIPTION	RATEABLE			NON-RATEABLE		
		LAND VALUE	IMPROVEMENT VALUE	RAISED	LAND VALUE	IMPROVEMENT VALUE	RAISED
B 163	Pension rebate : 80 %	27 000.00	256 000.00	458.52			
191	Bhekuzulu single dwelling	13 252 000.00	59 355 000.00	715 475.87			
192	Bhekuzulu state property	567 500.00	5 929 500.00	48 180.96			
193	Bhekuzulu churches				251 000.00	1 915 500.00	0.00
194	Bhekuzulu businesses	61 500.00	187 000.00	5 221.56			
195	Bhekuzulu Special Consent	43 500.00	155 500.00	3 693.12			
196	Bhekuzulu rentals	6 365 500.00	17 161 500.00	559 411.35			
197	Bhekuzulu Council's property				1 427 500.00	10 193 500.00	0.00
	TOTAL WARD B	20 317 000.00	83 044 500.00	1 332 441.38	1 678 500.00	12 109 000.00	0.00
C 100	Emondlo Non-taxable				435 000.00	1 651 520.00	0.00
105	Emondlo domestic	13 826 000.00	92 665 500.00	217 173.70			
106	Emondlo businesses	98 500.00	1 214 500.00	2 413.56			
107	Emondlo churches	56 000.00	338 000.00	0.00			
163	Pension rebate : 80 %						
	TOTAL WARD C	13 980 500.00	94 218 000.00	219 587.26	435 000.00	1 651 520.00	0.00
D 110	Hlobane Residential	185 500.00	2 144 000.00	18 954.82			
111	Hlobane Business	112 500.00	2 927 500.00	15 420.84			
113	Hlobane Exempted				4 300.00	0.00	0.00
	TOTAL WARD D	298 000.00	5 071 500.00	34 375.66	4 300.00	0.00	0.00
E 125	Tutukani Residential	833 500.00	4 990 000.00	76 226.98			
126	Tutukani Business	29 000.00	558 000.00	3 975.24			
127	Tutukani State	15 000.00	140 000.00	2 440.56			
128	Tutukani Exempted				64 500.00	292 500.00	0.00
	TOTAL WARD E	877 500.00	5 688 000.00	82 642.78	64 500.00	292 500.00	0.00

STATISTICAL INFORMATION

APPENDIX F

TARIFF	TARIFF DESCRIPTION	RATEABLE			NON-RATEABLE		
		LAND VALUE	IMPROVEMENT VALUE	RAISED	LAND VALUE	IMPROVEMENT VALUE	RAISED
F100	Vaalbank Non-taxable				2 541 400.00	5 943 500.00	0.00
115	Vaalbank Residential	534 000.00	7 648 000.00	65 456.64			
116	Vaalbank Business	39 500.00	360 000.00	5 414.40			
118	Vaalbank Exempted				20 000.00	0.00	0.00
	TOTAL WARD F	573 500.00	8 008 000.00	70 871.04	2 561 400.00	5 943 500.00	0.00
G 100	Louwsburg Exempted				1 123 900.00	165 500.00	0.00
101	Louwsburg Residential	1 831 000.00	5 044 000.00	232 818.32			
102	Louwsburg State	297 500.00	685 000.00	38 723.16			
103	Louwsburg Churches	25 000.00	218 000.00	0.00			
105	Louwsburg Schools	64 000.00	215 000.00	6 507.60			
106	Mzamo Residential	675 000.00	1 690 000.00	65 489.45			
107	Mzamo State	39 500.00	0.00	5 141.04			
108	Mzamo Churches				58 500.00	481 500.00	0.00
110	Mzamo Non-taxable				293 000.00	195 000.00	0.00
120	Telkom	5 000.00	135 000.00	21.60			
160	Pension rebate : 10 %	8 000.00	12 000.00	915.12			
163	Pension rebate : 80 %	75 500.00	190 000.00	1 918.80			
190	Agriculture	62 500.00	51 500.00	5 084.16			
	TOTAL WARD G	3 083 000.00	8 240 500.00	356 619.25	1 475 400.00	842 000.00	0.00
	GRAND TOTALS	188 184 900.00	1 028 493 600.00	21 636 818.37	33 458 630.00	70 446 520.00	0.00

TARIFF	TARIFF DESCRIPTION	RATEABLE			NON-RATEABLE		
		LAND VALUE	IMPROVEMENT VALUE	RAISED	LAND VALUE	IMPROVEMENT VALUE	RAISED
		R	R	R	R	R	R
100	Non - taxable				8376930	16758520	0
101	Rates other	53 915 000	230 115 000	6 725 357.02			
102	Residential	70 853 500	438 666 000	8 225 979.82			
103	Commercial /Industrial	814 000	3 052 000	117 245.40			
104	Government	11 376 400	76 851 500	1 335 449.98			
105	Rates Monthly Residential	16 526 000	109 949 500	518 212.16			
106	Rates Monthly Business	2 228 000	7 975 500	249 201.94			
107	Mzamo State	95 500	338 000	4 696.20			
108	Mzamo Churches	-	-	-	58500	481500	0
110	Hlobane Residential	478 500	2 339 000	18 896.77			
111	Hlobane Exempted	112 500	2 927 500	14 084.40			
113	Hlobane Exempted	-	-	-	4300	0	0
115	Vaalbank Residential	534 000	7 648 000	59 756.32			
116	Vaalbank Business	39 500	360 000	4 945.20			
118	Vaalbank Exempted	-	-	-	20000	0	0
120	Non - taxable			-	9657300	9051000	0
121	Non - taxable			-	500500	6500	
122	Non - taxable			-	8496100	90000	0
125	Tutukani Residential	833 500	4 990 000	72 231.21			
126	Tutukani Business	29 000	558 000	3 630.60			
127	Tutukani State	15 000	140 000	2 229.00			
128	Tutukani Exempted			-	64500	292500	0
150	Donation Sport Bodies	612 500	2 470 000	76 682.52			
151	Non - taxable	998 500	10 639 500	-			
152	Donation : Care of the Elderly	437 000	7 663 000	54 710.52			
153	Donation: Organisations	-	-	-			
155	Donation: Welfare Organisations	46 000	254 000	5 758.92			
156	Non - taxable	3 401 500	20 866 000	-			

TARIFF	TARIFF DESCRIPTION	RATEABLE			NON-RATEABLE		
		LAND VALUE	IMPROVEMENT VALUE	RAISED	LAND VALUE	IMPROVEMENT VALUE	RAISED
		R	R	R	R	R	R
160	Pension Rebate : 10%	90 500	579 000	9 456.36			
161	Pension Rebate : 20%	154 000	795 000	14 303.52			
162	Pension Rebate : 60%	68 000	315 000	3 157.92			
163	Pension Rebate : 80%	311 500	1 601 000	8 092.59			
180	Townlands & Agricultural	63 000	80 000	4 680.84			
190	Taxable (Special Consent)	-	-	-			
190	Agriculture (ward G)	8 485 500	46 778 500	1 052 983.44			
191	Bhekuzulu Single Dwelling	12 921 000	58 250 500	633 503.22			
192	Bhekuzulu state Property	567 500	5 929 500	43 981.32			
193	Bhekuzulu Churches				240000	1866500	0
194	Bhekuzulu Business	61 500	187 000	4 766.40			
195	Bhekuzulu Special Consent	43 500	155 500	3 087.12			
196	Bhekuzulu Rentals	6 645 500	18 175 000	515 687.93			
197	Bhekuzulu Council Property	-	-	-	1482500	10285500	0
	Rebate Adjustments			42 745.76			
		192 757 400	1 060 648 500	19 825 514.40	28 900 630.00	38 832 020.00	-

MUNICIPAL MANAGER PERFORMANCE PLAN 2007/08

KEY PERFORMANCE AREAS	KEY PERFORMANCE INDICATORS	WEIGHT	TARGET DATE
MUNICIPAL ADMINISTRATION	Progress on management of the municipality's administration in accordance with local government legislation Target: Conduct workshops on new legislation including staff and councilors	3	3Q
	Develop a system of delegation within the municipality Target: Progress with delegations within political structures and from political structures to administration and internal delegation	3	3Q
	Updating of organizational structure of the municipality to adjust to new challenges Target: Revising of organizational structure to be completed	3	4Q
	Updating Employment Equity Plan in accordance with the requirements of the Dept. of Labour Target: Compliance with Dept of Labour requirements	3	4Q
	Development of a Skills Development Plan Target: Consolidate available information	2	3Q
	Review and finalization of all the required municipal by-laws Target: Report on percentage progress	3	4Q
	TOTAL	17	

DEVELOPMENT PLANNING	Completion of IDP review on time	3	3Q
	Public participation in review process Target: Produce record of meetings conducted	3	3Q
	Alignment of budget to the priorities of the IDP Target: Council meeting confirming acceptance	2	4Q
	Report back to public on budget implementation progress Target: Five report back meetings on the issue	2	3Q
	Development of implementation plan Target: Submission of SDBIP for approval by EXCO	2	4Q
	Formulate strategy for LED Target: Produce a strategy and implementation plan	2	4Q
	Finalise Land Use Management System for Municipality Target: Completion of plan	2	3Q
	TOTAL	16	
SERVICE DELIVERY	Compliance with the Batho Pele principles Target: Conduct workshops with staff on principles	3	3Q
	Progress on a system whereby community satisfaction with municipal services is assessed Target: Install suggestion boxes and complaint books	3	2Q
	Implementation of the indigent support policy of the Council Target: Check list of people qualifying for indigent support	2	2Q
	Progress on the performance of all municipal functions allocated to the Municipality Target: Compare performance of functions in practice with allocated functions	2	3Q
	TOTAL	10	

MANAGEMENT OF STAFF	Progress with the development of a process or mechanism to regularly evaluate the staff establishment Target: Assessment of the utilization of staff in each department HOD's to report	2	3Q
	Progress to provide each section 57 staff member with a performance agreement. Target: All section 57 staff members agreements in place	2	4Q
	Linking of staff performance with IDP and PMS Target: Training sessions for staff on IDP and PMS	2	4Q
	Promotion of sound labour relations and staff discipline Target: Monthly meeting of labour forum to be in place	2	2Q
	TOTAL	8	
COMMUNITY PARTICIPATION	Establish ward committees for all wards Target: Completion of process	2	3Q
	Community participation action plan to ensure involvement by community in municipal affairs Target: Plan to be prepared	2	3Q
	Measures to determine success of community participation Target: Survey to be conducted	2	4Q
	TOTAL	6	
INTERNAL AND EXTERNAL COMMUNICATIONS	Frequency of management meetings Target: Produce minutes of meetings and to members of staff	2	2Q
	Interaction with political office bearers on municipal affairs. Target: Submission of quarterly reports	2	3Q
	Marketing strategy for the municipality Target: Introduce a municipal news letter	2	4Q
	Attendance of local government forums Target: Report on attendance after sessions	2	4Q
	TOTAL	8	

ACCOUNTABILITY	Regular submission of financial reports to Exco Target: Monthly financial statement to Exco	3	2Q
	Submission of reports required by law to Authorities Target: Confirm on regular basis submission of reports	3	3Q
	Submission of progress reports on performance by the municipality to Exco Target: Submission of quarterly reports	3	3Q
	Status of asset register of the municipality Target: Submit status report	2	4Q
	Internal policies Target: Ensure all policies are in place	3	3Q
	Proper and diligent compliance with the MFMA Target: Submission of monthly reports on MFMA requirements	3	2Q
	Delegations in terms of the MFMA Target: Finalise delegations	2	3Q
	Processing audit reports Target: Prepare and submit annual report in time	2	2Q
	Report on internal audit function Target: Quarterly reports to Exco	3	2Q
	TOTAL	24	
PERFORMANCE MANAGEMENT SYSTEM	Finalisation of performance management system for municipality Target: Appointment of service provider to prepare PMS	3	3Q
	Reporting on the performance of the municipality to authorities and community Target: Regular reports to authorities and two meetings with community	2	4Q
	Submission of financial statements to AG on time Target: Ensure submission in time	3	2Q
	Measurement of performance for audit purposes Target: Submit quarterly reports on internal audit	3	4Q
	TOTAL	11	
			100

FINANCIAL SERVICES DEPARTMENT— PERFORMANCE PLAN 2007/08

KEY PERFORMANCE AREAS	KEY PERFORMANCE INDICATORS	WEIGHT	TARGET DATE
GENERAL FINANCIAL MANAGEMENT	Preparation of a financial plan for the Municipality Target: To be completed in time	2	3Q
	Strategic planning session for the department Target: Arrange strategic planning session	2	2Q
	Keeping of records of finances according to pre-scribed norms and standards Target: Submission of monthly reports	3	2Q
	Actions taken to prevent unauthorized and wasteful expenditure and other losses Target: Submit reports on incidences of expenditure outside of budget to MM	3	3Q
	The maintenance and updating of the asset register Target: Completion of register	3	3Q
	Revenue collection Target: 90% collection	3	2Q
	Compliance with monies owed to the municipality to be paid within 30 days Target: 90% of monies to be collected in time	3	2Q
	Monthly reconciliation of expenditure and revenue accounts (suspense accounts and Bank reconciliation) Target: Done on monthly basis	3	2Q
	Completion of financial statements in time for submission to AG Target: Compliance with requirements	4	2Q
	Introduction of help-line/customer service Target: Fully operational	3	3Q
	Finalisation of delegations by the accounting officer to the chief financial officer Target: Draft delegations in place for consideration	2	2Q
	Finalisation of delegations by chief financial officer to his staff Target: Delegations drafted for implementation	3	3Q
	TOTAL	34	

DEVELOPMENT AND IMPLEMENTATION OF FINANCIAL POLICIES	Development of outstanding policies Target: Appoint service provider to develop required financial policies	4	2Q
	Finalisation and implementation of tariff policy Target: Implementation of approved tariff policy	3	3Q
	Disconnection of illegal connections. Target: Submit monthly reports to Exco on progress made	2	4Q
	Implementation of a credit control and debt collection policy Target: Report on quarterly basis to Exco on implementation of policy	4	2Q
	Implementation of a supply chain management policy and system in accordance with the MFMA and all regulations and circulars Target: Completion of compliance with all requirements	3	2Q
	TOTAL	16	
RATES POLICY AND VALUATION ROLL	Development of a rates policy Target: Finalisation of policy	4	2Q
	Compilation of new property valuation roll for the municipality Target: Appoint property valuer on shared basis	4	2Q
	Monitor progress with compilation of valuation roll. Target: Submit progress report to Exco	3	4Q
	TOTAL	11	

RISK MANAGEMENT AND INTERNAL AUDIT	Financial and risk management plan in place Target:	5	3Q
	Outsourced internal audit in place in accordance with prescribed norms and standards Target: Report to MM on internal audit function on quarterly basis	5	3Q
	TOTAL	10	
BUDGET PREPARATION AND IMPLEMENTATION	Preparation of budget in time Target: Approvals to be in place as required by law	5	3Q
	Alignment of budget with the priorities as contained in the IDP Target: Obtain approval of prioritization model to assist with alignment	5	3Q
	Assistance given to mayor in presentation of budget Target: Record of meetings where Mayor was assisted.	3	3Q
	Preparation of adjustment budget Target: Submission in terms of the MFMA	4	3Q
	Service delivery and Budget Implementation Plan for Finance Target: Implementation of Plan	4	1Q
	TOTAL	21	
REPORTING SYSTEM	Monthly budget statements submitted to the Mayor as required by section 71 of the MFMA Target: Reports being submitted	4	2Q
	Mid-year situation regarding performance of the municipality and the state of the budget Target: Report on performance to be submitted to Exco	2	3Q
	Compliance with the reporting system required in terms of Section 74 of the MFMA Target: Reports being submitted	2	3Q
	Reports on utilization of conditional grants from DLGTA and National Treasury Target: Full compliance with requirement	1	2Q
	TOTAL	8	
	GRAND TOTAL	100	

COMMUNITY SERVICES DEPARTMENT

PERFORMANCE PLAN 2007/08

KEY PERFORMANCE AREAS	KEY PERFORMANCE INDICATORS	WEIGHT-ING	TARGET DATE
	Develop a social development master plan Target: Appoint service provider	4	3Q
	Action plan to empower women in the rural population Target: Mobilise communities in 4 wards	4	3Q
	Action plans to involve the youth Target: Establish youth sport forums in all wards	4	4Q
	Development of community service centers Target: Investigate availability of outside funds	3	3Q
	Sport and recreational master plan Target: Appoint a service provider to develop a plan	4	3Q
	Management plan for sport facilities Target: Establish management principles for facilities	3	3Q
	Provide basic services to existing social facilities Target: Ensure community involvement in the process and work with Engineering Services	4	4Q
	HIV/AIDS awareness program Target: Develop and submit a programme	4	3Q
	Cultural promotion programs Target: Arrange three promotion activities	3	4Q
	TOTAL	36	
MANAGEMENT OF COMMUNITY EDUCATIONAL FACILITIES	Programs for the promotion of the usage of the museum and libraries by the public Target: Produce a joint plan with Information Services	3	4Q
	Increase library membership Target: Increase the quantum of available resources	2	3Q
	Establishment of and new libraries and extension of existing libraries Target: Submit proof of demand and exert pressure on the relevant authorities	4	4Q
	TOTAL	9	

MANAGEMENT OF PARKS AND RECREATION FACILITIES	Management of outsourced maintenance of parks and gardens Target: Conduct weekly inspection of performance by service provider and submit reports	2	2Q
	Maintenance of halls Target: Carry out monthly inspections of facilities and submit reports to MM	3	2Q
	Generation of income from leasing of halls Target: Enforcement of approved tariffs for hall hire by showing income statements.	2	2Q
	Maintenance of sport fields Target: Monthly inspections with reports on record	3	2Q
	TOTAL	8	
HOUSING DEVELOPMENT	Status of housing development strategy Target: Strategy must be put in place	3	2Q
	Plans for the provision of new housing Target: Compile master plan for provision of housing	3	3Q
	Identification of land for development Target: Implement LUMS and appoint service provider to identify land	3	2Q
	Updated statistics on housing demands Target: Install Housing Subsidy electronic system	3	2Q
	Status of housing application lists Target: Produce list with IT assistance	3	3Q
	Status of housing fund applications Target: Prepare for new applications to be submitted within the capacity of the municipality	3	2Q
	Compliance with set targets for the development of new housing Target: Ensure inclusion in housing development plan to be drawn up	3	3Q
	Progress with relocation of illegal land occupations Target: Resolve issue of alternative land and enforcement of law in respect of illegal occupation	2	2Q
	Control of illegal occupation of land Target: Investigate and recommend most effective way of controlling the situation	2	3Q
	Interaction with developers to perform project management function Target: Ensure appointment of qualified project manager	2	3Q
	TOTAL	27	

PUBLIC SAFETY	Safety promotion action plan Target: Formalize action plan for safety promotion. Enforce Code of Conduct	2	3Q
	Traffic fines and amount of income generated Target: Ensure income to exceed expenditure at all times	2	2Q
	Structured action plan for law enforcement Target: Ensure that plan is implemented by receiving reports from traffic officials	2	3Q
	Enforcement of by-laws and illegal land occupation Target: Incorporate function into job descriptions of law enforcement staff	3	2Q
	Disaster Management and fire fighting action plan Target: Approval of action plan	3	3Q
	TOTAL	12	
TESTING AND LICENSING CENTRES	Ensure high performance of staff by setting challenges for performance Target: Monthly Reports on viability of facility	2	3Q
	Control measures to prevent any form of corruption Target: Enforce Ethical Code and report on contravention	3	2Q
	TOTAL	5	
CLEANSING SERVICES	Removal of refuse Target: Reports on conditions at refuse sites on a monthly basis	3	2Q
	TOTAL	3	
TOTAL		100	

CORPORATE SERVICES PERFORMANCE PLAN

KEY PERFORMANCE AREAS	KEY PERFORMANCE INDICATORS	WEIGHTING	TARGET DATE
GENERAL ADMINISTRATION	Strategic planning session for the department Target: Arrange session	2	2Q
	Mechanism for the monitoring of the municipal performance management system Target: Mechanism to be part of the PMS proposal	2	3Q
	Knowledge amongst staff member of performance management system Target: Training programme for staff immediately on completion of PMS approval	2	3Q
	Process for the annual revision of the PMS Target: Develop a programme involving councillors and ward committees	2	4Q
	Process for the regular reporting to the public and the political office bearers Target: Make use of the ward committees	2	4Q
	Internal departmental policies Target: Identify the need and develop policies	2	3Q
	Management of the municipalities administration in accordance with local government legislation Target: Arrange workshops for staff on legislation	2	3Q
	System of delegation as required by law within the municipality Target: Develop delegations within political structures, political structures to administration and within administration	2	3Q
	Reporting on the adjustments needed in the organizational structure to address new challenges Target: Submit proposals to make adjustments	2	3Q

Establish a process or mechanism to regularly evaluate the staff establishment		2	4Q
Target: Evaluation of staff establishments in each department			
Compliance with the legislation on archives		2	3Q
Target: Formulate a registry record policy			
Finalization of all required municipal by-laws		2	2Q
Target: Appoint service provider			
Management of vehicle fleet		2	2Q
Target: Centralise function			
TOTAL		28	
COMMITTEE SUPPORT SYSTEM	Assessment of functionality of procedures for preparation of agendas for meetings Target: Interact with IT to share documents and agendas	2	2Q
	Correct channels for processing documents Target: Ensure compliance with procedures laid down	2	2Q
	Assess available equipment Target: Ensure efficiency with printing equipment and determine cost effectiveness of present lease agreements	2	3Q
	Application of Rules of Order Target: Train office bearers and chair persons of meetings	2	2Q
	Communications on decisions taken by political structures to HOD's Target: Introduce with IT a communication system and reminders to respective Managers	2	3Q
	Timeframes for the completion of minutes of meetings Target: Comply with three days period after meeting	2	2Q
	Support given to ward committees Target: Formulate a policy regarding administration's support for ward committees	2	3Q
	Compilation of reports required by authorities Targets: All reports to be on time	2	1Q
	TOTAL	16	

HUMAN RESOURCES	Revision of the Employment Equity Plan Target: Finalise Employment Equity Plan revision	2	4Q
	Updating of Workplace Skills Plan Target: Trace and submit Workplace Skills Plan to LGSETA	2	4Q
	Training of staff Target: Compile training programme municipal staff	2	3Q
	Training of councillors Target: Develop training programmes in-house for councillors	2	3Q
	Revision of recruitment and selection procedures of staff Target: Finalise revision of recruitment policy	1	2Q
	Enforcement of adopted procedures Target: Implementation of revised policy and procedures for staff recruitment	1	4Q
	Job descriptions for each post in the organization Target: Obtain funding to finalise job descriptions	2	3Q
	Performance measurement for each staff member in the organization (post levels 1-3) Target: Introduce document management and call-desk system and train staff with IT	2	3Q
	Determine under-performance and application of corrective action Target: Use document management system to measure	1	3Q
	Promotion of sound labour relations and staff discipline Target: Resolve disciplinary cases	2	2Q
	Efficiency in dealing with grievance procedures Target : Arrange training session for Managers to deal with issues	2	2Q

Efficiency in dealing with grievance procedures Target : Arrange training session for Managers to deal with issues	2	2Q
Interaction with the Trade Unions Target: Ensure functioning of the Local Labour Forum through monthly meetings	2	2Q
Investigation of allegations of misconduct and complaints against staff Target: Allegations to be investigated immediately	1	3Q
TOTAL	22	
Functioning IT equipment Target: A well performing network	2	2Q
Computer and peripherals provided to all relevant staff Target: Enable users to achieve objectives	2	3Q
Build capacity to utilize equipment Target: Arrange training sessions	2	3Q
Formulate policies and provide work structures Target: All IT related policies in to be in place	2	4Q
Development of systems Target: Develop GIS, financial system, prepayment system and other required systems	2	4Q
Financial operations in place Target: Implement as per scheduled programmes	2	4Q
Maintenance of equipment and programmes Target: Produce a maintenance programme	2	4Q
TOTAL	14	

COMMUNITY PARTICIPATION	Operations of the CDW's Target: Prepare an activities plan for CDW's	2	3Q
	Develop a community participation plan to ensure involvement by community in municipal affairs Target: Appoint service provider to prepare a plan	4	3Q
	Success or failure of community participation Target: Evaluate success of ward committees	3	4Q
	Capacity building in communities to understand municipal affairs Target: Ensure training of ward committees by responsible department	3	4Q
	Ensure community participation in budget approval and performance management system of the municipality Target: Ensure interaction of management with ward committees	3	4Q
	Assist with report back meetings to the public Target: Produce a plan of action for CDW's to report back to communities	3	4Q
	Socio-economic studies Target: Involve the CDW's in surveys and arrange at least two surveys on socio-economic issues	2	4Q
	TOTAL	20	
	GRAND TOTAL	100	

TECHNICAL SERVICES PERFORMANCE PLAN

KEY PERFORMANCE AREAS	KEY PERFORMANCE INDICATORS	WEIGHTING	TARGET DATE
EXTERNAL CAPITAL PROJECTS	Three-year plan for infrastructure provision through MIG funding Target: Finalisation of plan	6	3Q
	Submissions to obtain MIG funding Target: Business plans to obtain funds to be submitted	6	2Q
	Water meters completion in eMondlo Target: Submit practical completion report	4	3Q
	Road and storm water plan Target: Appoint service provider to develop plan	5	3Q
	New electricity connections Target: Installation of connections Bhekuzulu 6B, eMondlo and Coronation	5	4Q
		Total 26	
INTERNAL CAPITAL PROJECTS	Vryheid water network refurbishment Target: Completion	2	4Q
	Sewer equipment for Vryheid, Hlobane, eMondlo and Coronation Target: Installation to be completed	1	2Q
	Progress on the spending of internal funds for capital projects Target: Submit quarterly reports to EXCO	5	4Q

Occupational health and safety Target: Constitution of Committees and training	2	3Q
Repair Telemetering – Klipfontein Tower	1	1Q
Replace Makathini Pump	1	2Q
Two way radio's	1	2Q
Brush cutters Hlobane	1	1Q
Replace dosing pump Louwsburg	1	1Q
Repair tar roads – Hlobane	1	4Q
Bridge Bhekuzulu phase 2	1	3Q
Taxi Shelters- Bhekuzulu	1	3Q
Paving Heeren street	1	4Q
Paving Louwsburg	1	4Q
Replace water pump	1	1Q
Mason street install back gate	1	2Q
Crane Truck and Grader	1	3Q
Upgrade infrastructure – Mason & President	1	4Q
Streetlights – eMondlo, Hlobane, Coronation & Vryheid	3	4Q
Still water line strengthen	1	4Q
Coronation meter - elect	1	4Q

OTHER	Interaction with ZDM service provider function (minutes of meetings) Target: Submit minutes of meetings to EXCO	2	3Q
	Compliance with Batho Pele principles Target: Arrange training for staff on the principles	3	3Q
		Total 34	
O&M	New water connections Target: Install connections	2	4Q
	Disconnection of illegal connections Target: Submit monthly reports to EXCO on progress made	2	4Q
	Maintenance plan for existing roads network Target: Appoint service provider to prepare a plan	3	4Q
	Maintenance plan for water and sanitation works Target: Report to EXCO on compliance with plan	3	3Q
	Management of service provider on outsourced services Target: Regular reporting on performance	2	4Q
	Action to make services more affordable Target: Investigation into Tariffs	2	3Q
	Vehicle Fleet management Target: Centralise control of vehicles	2	4Q
		Total 16	

PLANNING AND DEVELOPMENT	Approval of building plans and inspection Target: Submission of monthly reports	2	4Q
	Annual revision of IDP Target: Ensure revision to be on time	3	3Q
	Implementation of IDP Target: Report on progress to EXCO	2	3Q
	Local Economic Development Plan Target: Appoint service		
	Land Use Management scheme Target: Finalise LUMS	3	3Q
	Develop a strategic environment assessment of the municipal area Target: Appoint service provider to do the assessment	2	3Q
	Actions to promote environmental awareness Target: Train technical staff	2	3Q
	Ensure the environmental sustainability within the context of all spatial development in the municipal area Target: Planner to accept responsibility	2	4Q
	Alignment of department planning with IDP priorities Target: Available funds must be used to address determined needs.	3	3Q
	Strategic planning session for the department Target: Arrange workshop	2	3Q
	Identified needs for rudimentary water and sanitation provision Target: Complete all field surveys being done by department	3	2Q
		Total 24	

DIRECTORATE SCORECARD: ORGANISATIONAL - OFFICE OF THE MUNICIPAL MANAGER (2008-2009)

Key Performance Area (KPA)	Performance Area (PA)	<i>Objective</i>	Key Performance Indicator (KPI)	KPI Type	Freq	Dir .
Municipal Institutional Development & Transformation	Administration	<i>Objective: Management of the budget (MM budget)</i>	Actual income vs. budgeted income	D	M	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Management of the budget (MM budget)</i>	Actual expenditure vs. budgeted expenditure	D	M	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Management of the budget (MM budget)</i>	% of budgeted amount spent to date on capital projects	D	M	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure effective delegations are done in writing</i>	All delegations to be done in writing	D	Q	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of written correspondence responded to within 14 days	D	Q	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of council resolution implemented within 7 working days after minutes are available	D	Q	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Progress on management of the municipality's administration in accordance with local government legislation</i>	Conduct workshops on new legislation including staff and councilors	D	Q	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Develop a system of delegation within the municipality</i>	Progress with delegations within political structures and from political structures to administration and internal delegation	D	Q	MM

Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure effective delegations are done in writing</i>	All delegations to be done in writing	D	Q	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Updating of organizational structure of the municipality to adjust to new challenges</i>	Revising of organizational structure to be completed	D	A	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Updating Employment Equity Plan in accordance with the requirements of the Dept. of Labour</i>	Compliance with Dept of Labour requirements	D	A	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Development of a Skills Development Plan</i>	Consolidate available information	D	A	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Progress with the development of a process or mechanism to regularly evaluate the staff establishment</i>	Assessment of the utilization of staff in each department	D	Q	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Progress to provide each section 57 staff member with a performance agreement</i>	All section 57 staff members agreements in place	D	A	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Linking of staff performance with IDP and PMS</i>	Training sessions for staff on IDP and PMS	D	A	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Promotion of sound labour relations and staff discipline</i>	Monthly meeting of labour forum to be in place	D	M	MM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Review and finalization of all the required municipal by-laws</i>	Report on percentage progress	D	Q	MM
Municipal Institutional Development & Transformation	Internal Audit	<i>Objective: Provide secretariat functions to the Audit Committee</i>	No. of Audit Committee Meetings held	D	Q	MM

Municipal Institutional Development & Transformation	Internal Audit	<i>Objective: To monitor compliance on systems and Procedures</i>	% of audits done per Section as per audit program	D	A	MM
Municipal Institutional Development & Transformation	Internal Audit	<i>Objective: To monitor compliance with all relevant legislation and Council resolutions</i>	No. of quarterly audit reports submitted to the Municipal Manager and Audit Committee	D	Q	MM
Municipal Institutional Development & Transformation	Internal Audit	<i>Objective: To monitor compliance with all relevant legislation and Council resolutions</i>	No. of risks assessments undertaken to identified Risks exposure	D	A	MM
Municipal Institutional Development & Transformation	Internal Audit	<i>Objective: To monitor compliance with all relevant legislation and Council resolutions</i>	Develop an action plan for the Risk Management and Fraud Prevention Plan	D	A	MM
Municipal Institutional Development & Transformation	Over-all Administration:	<i>Objective: To ensure that the overall administration of Council is sound</i>	% of Council Resolutions implemented within 7 working days after minutes are available	D	Q	MM
Municipal Institutional Development & Transformation	Over-all Administration:	<i>Objective: To ensure that the overall administration of Council is sound</i>	% of written correspondence responded to within 14 days	D	Q	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: To develop and maintain a credible IDP document that is compliant with legislative requirements</i>	Completion of a credible, compliant IDP review on time	D	A	MM

Good Governance & Public Participation	IDP / PMS	<i>Objective: Public participation in review process</i>	Produce record of meetings conducted	D	A	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: Alignment of budget to the priorities of the IDP</i>	Council meeting confirming acceptance	D	A	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: Report back to public on budget implementation progress</i>	Five report back meetings on the issue	D	A	MM
Good Governance & Public Participation	IDP / PMS	<i>Finalisation of performance management system for municipality</i>	Monitor implementation of PMS	D	Q	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: Reporting on the performance of the municipality to authorities and community</i>	Regular reports to authorities and two meetings with community	D	Q	MM
Good Governance & Public Participation	IDP / PMS	<i>Submission of financial statements to AG on time</i>	No. of reports submitted on time	D	A	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: To develop a 5yr Strategic Plan for AbaQulusi</i>	Develop Strategic Plan	D	A	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: To ensure effective community participation in the IDP and PMS process</i>	No. of IDP Rep Forum meetings taking place to identify and prioritise needs of the community	D	A	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: To ensure that needs of the community be addressed during the IDP process</i>	No. of community based plans compiled and integrated into the IDP plan.	D	A	MM
Good Governance & Public Participation	IDP / PMS	<i>Objective: To ensure that organizational performance reporting and review takes place</i>	No. of Operational Plans reviewed for all Directorates	D	A	MM

Good Governance & Public Participation	IDP / PMS	<i>Objective: To ensure that organizational performance reporting and review takes place</i>	No. of quarterly performance reports submitted to Council	D	Q	M M
Good Governance & Public Participation	IDP / PMS	<i>Objective: To ensure that AbaQulusi's capital budget is in line with IDP</i>	% of budgeted capital projects identified during the IDP Process	D	A	M M
Good Governance & Public Participation	IDP / PMS	<i>Objective: To ensure that AbaQulusi's capital budget is in line with IDP</i>	No. of business plans submitted for unfunded projects as identified during the IDP process	D	A	M M
Good Governance & Public Participation	IDP / PMS	<i>Objective: Development of implementation plan</i>	Submission of SDBIP for approval by EXCO	D	A	M M
Good Governance & Public Participation	LED	<i>Objective: Implement % monitor an SMME Programme</i>	Monitor service providers utilising the SMME programme	D	Q	M M
Good Governance & Public Participation	LED	<i>Objective: Implement % monitor an SMME Programme</i>	No. of training courses offered that is LED related	D	Q	M M
Good Governance & Public Participation	LED	<i>Objective: To facilitate the development and promotion of tourism in AbaQulusi</i>	No. of meetings / activities and information sessions held on tourism / youth / cultural development	D	Q	M M
Good Governance & Public Participation	LED	<i>Objective: To ensure job creation in the capital programme of the Municipality</i>	No. of temporary jobs created during the implementation of the capital projects in all the directorates	D	A	M M

Good Governance & Public Participation	LED	<i>Objective: Formulate strategy for LED</i>	Produce a strategy and implementation plan	D	A	M M
Good Governance & Public Participation	LED	<i>Objective: Finalise Land Use Management System for Municipality</i>	Completion of plan	D	A	M M
Good Governance & Public Participation	Service delivery	<i>Objective: Compliance with the Batho Pele principles</i>	% Staff that have attended workshops on principles	D	Q	M M
Good Governance & Public Participation	Service delivery	<i>Objective: Progress on a system whereby community satisfaction with municipal services is assessed</i>	Install suggestion boxes and complaint books	D	A	M M
Good Governance & Public Participation	Service delivery	<i>Objective: Implementation of the indigent support policy of the Council</i>	Check list of people qualifying for indigent support	D	Q	M M
Good Governance & Public Participation	Service delivery	<i>Objective: Progress on the performance of all municipal functions allocated to the Municipality</i>	Compare performance of functions in practice with allocated functions	D	Q	M M
Good Governance & Public Participation	Accountability	<i>Objective: Regular submission of financial reports to Exco</i>	Monthly financial statement to Exco	D	M	M M
Good Governance & Public Participation	Accountability	<i>Objective: Submission of reports required by law to Authorities</i>	Confirm on regular basis submission of reports	D	Q	M M
Good Governance & Public Participation	Accountability	<i>Objective: Submission of progress reports on performance by the municipality to Exco</i>	Submission of quarterly reports to EXCO	D	Q	M M
Good Governance & Public Participation	Accountability	<i>Objective: Status of asset register of the municipality</i>	Submit status report	D	A	M M

Good Governance & Public Participation	Accountability	<i>Objective: Internal policies</i>	Ensure all policies are in place	D	A	MM
Good Governance & Public Participation	Accountability	<i>Objective: Proper and diligent compliance with the MFMA</i>	Submission of monthly reports on MFMA requirements	D	M	MM
Good Governance & Public Participation	Accountability	<i>Objective: Delegations in terms of the MFMA</i>	Finalise delegations	D	A	MM
Good Governance & Public Participation	Accountability	<i>Objective: Processing audit reports</i>	Prepare and submit annual report in time	D	A	MM
Good Governance & Public Participation	Community participation	<i>Objective: Establish ward committees for all wards</i>	Completion of process	D	A	MM
Good Governance & Public Participation	Community participation	<i>Objective: Community participation action plan to ensure involvement by community in municipal affairs</i>	Plan to be prepared	D	A	MM
Good Governance & Public Participation	Community participation	<i>Objective: Measures to determine success of community participation</i>	Survey to be conducted	D	A	MM
Good Governance & Public Participation	Community participation	<i>Objective: To keep all communities and stakeholders informed and involved in the affairs of the municipality</i>	No. of IDP and budget road shows	D	A	MM
Good Governance & Public Participation	Internal and External Communication and Information Management	<i>Objectives: To ensure that all policies /decisions of Council are communicated to all</i>	The compilation of a Communications Strategy for AbaQulusi	D	A	MM
Good Governance & Public Participation	Internal and External Communication and Information Management	<i>Objective: Frequency of management meetings</i>	Produce minutes of meetings and to members of staff within 5 working days of date of meeting	D	Q	MM

Good Governance & Public Participation	Internal and External Communication and Information Management	<i>Objective: Interaction with political office bearers on municipal affairs.</i>	Submission of quarterly reports	D	Q	MM
Good Governance & Public Participation	Internal and External Communication and Information Management	<i>Objective: Marketing strategy for the municipality to keep all communities and stakeholders informed and involved in the affairs of the municipality</i>	No. of quarterly municipal newsletters produced	D	Q	MM
Good Governance & Public Participation	Internal and External Communication and Information Management	<i>Objective: Attendance of local government forums</i>	Report on attendance after sessions	D	Q	MM
Municipal Financial Viability & management	Supply Chain Management	<i>Objective: To be 100% compliant with the SCM regulations</i>	Develop and review SCM policy	D	A	MM
Municipal Financial Viability & management	Supply Chain Management	<i>Objective: To be 100% compliant with the SCM regulations</i>	To establish an efficient and fully functional Supply Chain Management Unit	D	A	MM
Municipal Financial Viability & management	Supply Chain Management	<i>Objective: To be 100% compliant with the SCM regulations</i>	Strengthening of SCM committees or structures	D	A	MM
Municipal Financial Viability & management	Supply Chain Management	<i>Objective: To be 100% compliant with the SCM regulations</i>	Training of senior management on SCM regulations	D	A	MM
Municipal Financial Viability & management	Supply Chain Management	<i>Objective: To be 100% compliant with the SCM regulations</i>	No. of councillors trained on SCM policy	D	A	MM
Municipal Financial Viability & management	Municipal Property Rates Act	<i>Objective: To implement the Municipal Property Rates Act</i>	Develop and review rates policy	D	A	MM

Municipal Financial Viability & management	Municipal Property Rates Act	<i>Objective: To implement the Municipal Property Rates Act</i>	To develop and adopt Rates By-laws	D	A	MM
Municipal Financial Viability & management	Municipal Property Rates Act	<i>Objective: Valuation of all properties within the AbaQulusi LM boundary</i>	Establish market related valuation roll	D	A	MM
Municipal Financial Viability & management	Municipal Property Rates Act	<i>Objective: To ensure the public is well informed about the Municipal Property Rates Act</i>	No. of workshops with communities on Rates Policy and new rating Act	D	A	MM
Municipal Financial Viability & management	Risk Management	<i>Objective: To assess the risks of the municipality</i>	Develop and adopt a Risk Management Policy	D	A	MM
Municipal Financial Viability & management	Risk Management	<i>Objective: To identify the risks of the municipality</i>	Perform risk analysis	D	A	MM
Municipal Financial Viability & management	Risk Management	<i>Objective: To assess the risks of the municipality and assign risk management responsibility</i>	To develop and adopt a risk assessment plan	D	A	MM
Municipal Financial Viability & management	Over-all Finance of the Municipality	<i>Objective: To ensure compliance with the MFMA</i>	No. of completed budget statements received from the CFO	D	Q	MM
Municipal Financial Viability & management	Over-all Finance of the Municipality	<i>Objective: Management of the budget and compliance with the MFMA</i>	Actual income vs. budgeted income	N	M	MM
Municipal Financial Viability & management	Over-all Finance of the Municipality	<i>Objective: Management of the budget and compliance with the MFMA</i>	Actual expenditure vs. budgeted expenditure	N	M	MM
Municipal Financial Viability & management	Over-all Finance of the Municipality	<i>Objective: Roll out of indigent support policy</i>	Develop indigent register	D	Q	MM
Municipal Financial Viability & management	Over-all Finance of the Municipality	<i>Objective: Measurement of performance for audit purposes to Council, national treasury and provincial treasury</i>	Submit quarterly reports on internal audit	D	Q	MM

DIRECTORATE SCORECARD: CORPORATE SERVICES (2008-2009)

	Performance Area (PA)	<i>Objective</i>	Key Performance Indicator (KPI)	KPI Type	Freq	Dir.
Good Governance & Public Participation	Community Participation	<i>Assess success or failure of community participation</i>	Evaluate success of ward committees by submission of reports	D	Q	CR
Good Governance & Public Participation	Community Participation	<i>Assist with report back meetings to the public</i>	Produce a plan of action for CDW's to report back to communities	D	Q	CR
Good Governance & Public Participation	Community Participation	<i>Capacity building in communities to understand municipal affairs</i>	Ensure implementation of training programmes of ward committees by responsible departments	D	Q	CR
Good Governance & Public Participation	Community Participation	<i>Develop a community participation plan to ensure involvement by community in municipal affairs</i>	Appoint service provider to prepare a plan	D	A	CR
Good Governance & Public Participation	Community Participation	<i>Ensure community participation in budget approval and performance management system of the municipality</i>	Ensure interaction of management with ward committees	D	Q	CR
Good Governance & Public Participation	Community Participation	<i>Operations of the CDW's</i>	Prepare an activities plan for CDW's	D	A	CR
Good Governance & Public Participation	Community Participation	<i>Socio-economic studies</i>	Involve the CDW's in surveys and arrange at least two surveys on socio-economic issues	D	Q	CR

Good Govern- ance &Public Participation	Community Participation	<i>To keep the communi- ties and stakeholders informed and involved in the affairs of the mu- nicipality</i>	Publication of a quarterly news- letter and an- nual report	D	Q	CR
Good Govern- ance &Public Participation	Community Participation	<i>To keep the communi- ties and stakeholders informed and involved in the affairs of the mu- nicipality</i>	Develop and adopt a cus- tomer care help desk	D	A	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Administration (Human Re- sources)	<i>Management of staff</i>	No. of general Corporate Ser- vices staff meetings	D	M	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Administration	<i>Strategic planning ses- sion for the department</i>	Arrange ses- sion	D	A	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Committee Support Sys- tem	<i>Assess available equip- ment</i>	Ensure effi- ciency with printing equip- ment at re- cords office	D	Q	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Committee Support Sys- tem	<i>Assess available equip- ment</i>	Determine cost effectiveness of present lease agree- ments on office equipment at records	D	A	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Committee Support Sys- tem	<i>Assessment of function- ality of procedures for preparation of agendas for meetings</i>	No. of meet- ings with IT to determine way forward to share docu- ments and agendas	D	Q	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Committee Support Sys- tem	<i>Communications on de- cisions taken by political structures to HOD's</i>	Introduce a communication system and re- minders to re- spective Man- agers in con- junction with IT	D	A	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Committee Support Sys- tem	<i>Compilation of reports required by authorities</i>	All reports to be on time	D	M	CR

Municipal Financial Viability & Management	Committee Support System	<i>Correct channels for processing documents</i>	Ensure compliance with procedures laid down	D	M	CR
Municipal Financial Viability & Management	Committee Support System	<i>Timeframes for the completion of minutes of meetings</i>	% of minutes completed within three day period after meeting	D	Q	CR
Municipal Financial Viability & Management	Correspondence	<i>To ensure the receipt and distribution and safekeeping of all correspondence</i>	% of incoming correspondence distributed to Directors within 2 days	D	Q	CR
Municipal Financial Viability & Management	Correspondence	<i>To ensure the receipt and distribution and safekeeping of all correspondence</i>	All agendas delivered to all stakeholders within the relevant timeframe	D	Q	CR
Municipal Financial Viability & Management	Information Technology	<i>Build capacity to utilize equipment</i>	Identify training sessions for users to update Workplace Skills Plan	D	A	CR
Municipal Financial Viability & Management	Information Technology	<i>Development and review of systems</i>	Develop and review GIS, financial system, prepayment system and other required systems	D	A	CR
Municipal Financial Viability & Management	Information Technology	<i>Enable users to achieve objectives</i>	Computer and peripherals provided to all relevant staff	D	Q	CR
Municipal Financial Viability & Management	Information Technology	<i>Financial operations in place</i>	Implement as per scheduled programmes	D	A	CR
Municipal Financial Viability & Management	Information Technology	<i>Formulate policies and provide work structures</i>	All IT related policies to be formulated and reviewed	D	A	CR

Municipal Financial Viability & Management	Information Technology	<i>Functioning IT equipment</i>	Maintenance and development of IT network equipment	D	Q	CR
Municipal Financial Viability & Management	Information Technology	<i>Maintenance of equipment and programmes</i>	Produce a maintenance programme	D	A	CR
Municipal Financial Viability & Management	Records	<i>Compliance with the legislation on archives</i>	Approval and implementation of the registry record policy	D	A	CR
Municipal Financial Viability & Management	Records	<i>To provide an electronic back-up system for records, deed of sales, contracts, lease agreements and other security documents</i>	Maintain the electronic back-up system for records through copies of backups to be delivered to fireproof safe weekly.	D	M	CR
Municipal Institutional Development & Transformation	Administration	<i>Finalization of all required municipal by-laws</i>	Submit to council for adoption; gazetting and implementation	D	A	CR
Municipal Institutional Development & Transformation	Administration	<i>Management of Assets Register</i>	Keep and update the office assets inventory	D	A	CR
Municipal Institutional Development & Transformation	Administration	<i>Management of the budget</i>	Actual income vs. budgeted income	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Management of the budget</i>	Actual expenditure vs. budgeted expenditure	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Management of the vehicle / equipments</i>	% of vehicles serviced as per the specifications	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Yearly review of systems, policies & procedures on a yearly basis	D	A	CR

Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Update systems / procedures / control measures to minimize negligence,	D	A	CR
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of written correspondence attended to within 14 days	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of council resolution implemented within reasonable timeframe	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>To ensure effective delegations are done in writing</i>	Implementation of all delegations and reducing them to writing	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>To ensure that Systems, Procedures and Control measures are updated regularly</i>	To review all policies and procedures on a yearly basis	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Preparation and review of the IDP	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Preparation of sector plans	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Public participation in respect of the IDP	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Compliance with the IDP legal requirements	D	A	CR

DIRECTORATE SCORECARD: CORPORATE SERVICES (2008-2009)

1	Performance Area (PA)	<i>Objective</i>	Key Performance Indicator (KPI)	KPI Type	Freq	Dir.
Good Govern- ance &Public Participation	Community Participation	<i>Assess success or failure of community participation</i>	Evaluate success of ward committees by submission of reports	D	Q	CR
Good Govern- ance &Public Participation	Community Participation	<i>Assist with report back meetings to the public</i>	Produce a plan of action for CDW's to report back to communities	D	Q	CR
Good Govern- ance &Public Participation	Community Participation	<i>Capacity building in com- munities to understand municipal affairs</i>	Ensure implemen- tation of training pogrammes of ward committees by responsible de- partments	D	Q	CR
Good Govern- ance &Public Participation	Community Participation	<i>Develop a community par- ticipation plan to ensure involvement by community in municipal affairs</i>	Appoint service provider to prepare a plan	D	A	CR
Good Govern- ance &Public Participation	Community Participation	<i>Ensure community partici- pation in budget approval and performance manage- ment system of the mu- nicipality</i>	Ensure interaction of management with ward commit- tees	D	Q	CR
Good Govern- ance &Public Participation	Community Participation	<i>Operations of the CDW's</i>	Prepare an activi- ties plan for CDW's	D	A	CR
Good Govern- ance &Public Participation	Community Participation	<i>Socio-economic studies</i>	Involve the CDW's in surveys and ar- range at least two surveys on socio- economic issues	D	Q	CR
Good Govern- ance &Public Participation	Community Participation	<i>To keep the communities and stakeholders informed and involved in the affairs of the municipality</i>	Publication of a quarterly newslet- ter and annual re- port	D	Q	CR
Good Govern- ance &Public Participation	Community Participation	<i>To keep the communities and stakeholders informed and involved in the affairs of the municipality</i>	Develop and adopt a customer care help desk	D	A	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Administra- tion (Human Resources)	<i>Management of staff</i>	No. of general Cor- porate Services staff meetings	D	M	CR
Municipal Fi- nancial Viabil- ity & Manage- ment	Administra- tion	<i>Strategic planning session for the department</i>	Arrange session	D	A	CR

Municipal Financial Viability & Management	Committee Support System	<i>Assess available equipment</i>	Ensure efficiency with printing equipment at records office	D	Q	CR
Municipal Financial Viability & Management	Committee Support System	<i>Assess available equipment</i>	Determine cost effectiveness of present lease agreements on office equipment at records	D	A	CR
Municipal Financial Viability & Management	Committee Support System	<i>Assessment of functionality of procedures for preparation of agendas for meetings</i>	No. of meetings with IT to determine way forward to share documents and agendas	D	Q	CR
Municipal Financial Viability & Management	Committee Support System	<i>Communications on decisions taken by political structures to HOD's</i>	Introduce a communication system and reminders to respective Managers in conjunction with IT	D	A	CR
Municipal Financial Viability & Management	Committee Support System	<i>Compilation of reports required by authorities</i>	All reports to be on time	D	M	CR
Municipal Financial Viability & Management	Committee Support System	<i>Correct channels for processing documents</i>	Ensure compliance with procedures laid down	D	M	CR
Municipal Financial Viability & Management	Committee Support System	<i>Timeframes for the completion of minutes of meetings</i>	% of minutes completed within three day period after meeting	D	Q	CR
Municipal Financial Viability & Management	Correspondence	<i>To ensure the receipt and distribution and safe-keeping of all correspondence</i>	% of incoming correspondence distributed to Directors within 2 days	D	Q	CR
Municipal Financial Viability & Management	Correspondence	<i>To ensure the receipt and distribution and safe-keeping of all correspondence</i>	All agendas delivered to all stakeholders within the relevant timeframe	D	Q	CR
Municipal Financial Viability & Management	Information Technology	<i>Build capacity to utilize equipment</i>	Identify training sessions for users to update Workplace Skills Plan	D	A	CR

Municipal Financial Viability & Management	Information Technology	<i>Development and review of systems</i>	Develop and review GIS, financial system, prepayment system and other required systems	D	A	CR
Municipal Financial Viability & Management	Information Technology	<i>Enable users to achieve objectives</i>	Computer and peripherals provided to all relevant staff	D	Q	CR
Municipal Financial Viability & Management	Information Technology	<i>Financial operations in place</i>	Implement as per scheduled programmes	D	A	CR
Municipal Financial Viability & Management	Information Technology	<i>Formulate policies and provide work structures</i>	All IT related policies to be formulated and reviewed	D	A	CR
Municipal Financial Viability & Management	Information Technology	<i>Functioning IT equipment</i>	Maintenance and development of IT network equipment	D	Q	CR
Municipal Financial Viability & Management	Information Technology	<i>Maintenance of equipment and programmes</i>	Produce a maintenance programme	D	A	CR
Municipal Financial Viability & Management	Records	<i>Compliance with the legislation on archives</i>	Approval and implementation of the registry record policy	D	A	CR
Municipal Financial Viability & Management	Records	<i>To provide an electronic back-up system for records, deed of sales, contracts, lease agreements and other security documents</i>	Maintain the electronic back-up system for records through copies of backups to be delivered to fireproof safe weekly.	D	M	CR
Municipal Institutional Development & Transformation	Administration	<i>Finalization of all required municipal by-laws</i>	Submit to council for adoption; gazetting and implementation	D	A	CR

Municipal Institutional Development & Transformation	Administration	<i>Management of Assets Register</i>	Keep and update the office assets inventory	D	A	CR
Municipal Institutional Development & Transformation	Administration	<i>Management of the budget</i>	Actual income vs. budgeted income	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Management of the budget</i>	Actual expenditure vs. budgeted expenditure	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Management of the vehicle / equipments</i>	% of vehicles serviced as per the specifications	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Yearly review of systems, policies & procedures on a yearly basis	D	A	CR
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Update systems / procedures / control measures to minimize negligence,	D	A	CR
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of written correspondence attended to within 14 days	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of council resolution implemented within reasonable timeframe	D	Q	CR

Municipal Institutional Development & Transformation	Administration	<i>To ensure effective delegations are done in writing</i>	Implementation of all delegations and reducing them to writing	D	Q	CR
Municipal Institutional Development & Transformation	Administration	<i>To ensure that Systems, Procedures and Control measures are updated regularly</i>	To review all policies and procedures on a yearly basis	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Preparation and review of the IDP	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Preparation of sector plans	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Public participation in respect of the IDP	D	A	CR
Municipal Planning	Integrated Development Planning	<i>To develop and maintain a credible IDP</i>	Compliance with the IDP legal requirements	D	A	CR

DIRECTORATE SCORECARD: COMMUNITY SERVICES (2008-2009)

Key Performance Area (KPA)	Performance Area (PA)	Objective	Key Performance Indicator (KPI)	KPI Type	Freq	Dir.
Basic Service Delivery	Administration	Objective: Development of community service canterers	Investigate availability of outside funds	D	Q	CM
Basic Service Delivery	Administration	Objective: Management plan for sport facilities	Establish management principles for facilities	D	Q	CM
Basic Service Delivery	Administration	Objective: Provide basic services to existing social facilities	Ensure community involvement in the process and work with Engineering Services	D	Q	CM
Basic Service Delivery	Administration	Objective: HIV/AIDS awareness program	Develop and submit a programme	D	A	CM
Basic Service Delivery	Administration (CTLO)	Objective: Ensure proper supervision of all staff	No. of quarterly reports on the performance of the different units	D	Q	CM
Basic Service Delivery	Administration (CTLO)	Objective: Management of the budget	Actual income vs. budgeted income	D	M	CM
Basic Service Delivery	Administration (CTLO)	Objective: Management of the budget	Actual expenditure vs. budgeted expenditure	D	M	CM
Basic Service Delivery	Administration (CTLO)	Objective: Management of the vehicle / equipments	% of vehicles serviced every 5000km	D	Q	CM
Basic Service Delivery	Administration (CTLO)	Objective: To ensure that Systems, Procedures and Control measures are updated regularly	To review all policies and procedures on a yearly basis	D	A	CM
Basic Service Delivery	Administration (CTLO)	Objective: To ensure that Systems, Procedures and Control measures are updated regularly	Update systems / procedures / control measures to minimize opportunities negligence fraud and corruption.	D	A	CM
Basic Service Delivery	Administration (CTLO)	Objective: To perform the administrative functions of the Section	% of written correspondence responded to within 14 days	D	Q	CM

Basic Service Delivery	Administration (CTLO)	<i>Objective: To perform the administrative functions of the Section</i>	% of council resolution implemented within a reasonable time-frame after minutes are available.	D	Q	CM
Basic Service Delivery	Air-Strip	<i>Objective: To provide proper maintenance of the air-strip</i>	No. of ad-hoc grass cutting and routine maintenance of the air-strip	D	Q	CM
Basic Service Delivery	Environmental Health Services	<i>Objective: To comply with the street and miscellaneous by-laws</i>	% of complaints resolved vs. the no. of complaints received	D	Q	CM
Basic Service Delivery	Environmental Health Services	<i>Objective: To ensure that funeral undertakers comply with health standards</i>	No. visits to funeral parlour premises to ensure compliance	D	Q	CM
Basic Service Delivery	Environmental Health Services	<i>Objective: To ensure that building plans comply with health standards</i>	% of building plans approved by the Civil Department and Environmental Health officer complying with health requirements	D	Q	CM
Basic Service Delivery	Environmental Health Services	<i>Objective: to ensure that the food handling premises comply with the health standards</i>	No. of ad-hoc inspections conducted on food handling premises per month	D	M	CM
Basic Service Delivery	Halls	<i>Objective: To ensure that the utilisation of community halls are properly managed</i>	No. of monthly reports received on the rental of the halls	D	M	CM
Basic Service Delivery	Housing	<i>Objective: To identify strategic areas for land reform</i>	Development of a housing plan	D	A	CM
Basic Service Delivery	Housing	<i>Objective: To reduce housing backlog in line with the national and provincial norms and standards</i>	Develop and implement a 5 year strategic plan for housing development	D	A	CM
Basic Service Delivery	Housing	<i>Objective: To reduce housing backlog in line with the national and provincial norms and standards</i>	To develop business plans and package projects to access funding	D	Q	CM

Basic Service Delivery	Housing	<i>Objective: To ensure the alienation of available proclaimed erven in AbaQulusi according to the waiting list</i>	No. of beneficiaries for subsidy housing on the waiting list	D	Q	CM
Basic Service Delivery	Housing	<i>Objective: To ensure the alienation of available proclaimed erven in AbaQulusi according to the waiting list</i>	No. of proclaimed erven available for subsidy housing	D	Q	CM
Basic Service Delivery	Housing	<i>Objective: To ensure the waiting list is electronically secured</i>	Development and implementation of a secure waiting list electronic system	D	A	CM
Basic Service Delivery	Housing	<i>Objective: To ensure transparent land transactions</i>	Development and implementation of Policy on Alienation of Land & Immovable Property	D	A	CM
Basic Service Delivery	Housing	<i>Objective: To ensure transparent land transactions</i>	% of lease agreements concluded that complies with Supply Chain Management Framework	D	Q	CM
Basic Service Delivery	Learners / drivers Licences	<i>Objective: To ensure that testing of learners and drivers services is provided adequately to the needs of the community</i>	No. of learners licenses testing sessions done per month	D	M	CM
Basic Service Delivery	Learners / drivers Licences	<i>Objective: To ensure that testing of learners and drivers services is provided adequately to the needs of the community</i>	No. of drivers licenses testing sessions done per month	D	M	CM
Basic Service Delivery	Learners / drivers Licences	<i>Objective: To ensure that testing of learners and drivers services is provided adequately to the needs of the community</i>	% of drivers licenses passed per month vs. no tested	D	M	CM

Basic Service Delivery	Learners / drivers Licences	<i>Objective: To ensure that testing of learners and drivers services is provided adequately to the needs of the community</i>	% of learners licenses passed per month vs. no tested	D	M	CM
Basic Service Delivery	Libraries	<i>Objective: To ensure the proper administration of libraries</i>	No. of monthly reports received from the libraries	D	M	CM
Basic Service Delivery	Management of community educational facilities	<i>Objective: Programs for the promotion of the usage of the museum and libraries by the public</i>	Produce a joint plan with Information Services	D	A	CM
Basic Service Delivery	Management of community educational facilities	<i>Objective: Increase library membership</i>	No. of library members	D	Q	CM
Basic Service Delivery	Management of community educational facilities	<i>Objective: Establishment of and new libraries and extension of existing libraries</i>	No. of business plans submitted to different institutions to secure funding to develop and upgrade library facilities	D	Q	CM
Basic Service Delivery	Management of Parks, Cemeteries and Sports & Recreation facilities	<i>Objectives: To ensure proper maintenance of Municipal cemeteries</i>	No. of routine maintenance done on cemeteries	D	Q	CM
Basic Service Delivery	Management of Parks, Cemeteries and Sports & Recreation facilities	<i>Objectives: To ensure proper maintenance of Municipal cemeteries</i>	Provide sufficient equipment and machinery for cemeteries	D	Q	CM
Basic Service Delivery	Management of Parks, Cemeteries and Sports & Recreation facilities	<i>Objective: Management of outsourced maintenance of parks and gardens</i>	Conduct weekly inspection of performance by service provider and submit reports	D	M	CM

Basic Service Delivery	Management of Parks, Cemeteries and Sports & Recreation facilities	<i>Objective: Maintenance of halls</i>	Carry out monthly inspections of facilities and submit reports to MM	D	M	CM
Basic Service Delivery	Management of Parks, Cemeteries and Sports & Recreation facilities	<i>Objective: Operational services for cemeteries</i>	Submit quarterly reports to Exco	D	Q	CM
Basic Service Delivery	Management of Parks, Cemeteries and Sports & Recreation facilities	<i>Objective: Generation of income from leasing of halls</i>	Enforcement of approved tariffs for hall hire by showing income statements	D	M	CM
Basic Service Delivery	Management of Parks, Cemeteries and Sports & Recreation facilities	<i>Objective: Maintenance of sport fields</i>	Monthly inspections with reports on records	D	M	CM
Basic Service Delivery	Management of Parks, Cemeteries & Recreation facilities	<i>Objective: To ensure the availability of basic park facilities for all residents and maintenance thereof</i>	% of Municipal parks developed	D	A	CM
Basic Service Delivery	Management of Parks, Cemeteries & Recreation facilities	<i>Objective: To ensure the availability of basic park facilities for all residents and maintenance thereof</i>	No. of routine maintenance visits of parks done	D	Q	CM
Basic Service Delivery	Management of Parks, Cemeteries & Recreation facilities	<i>Objective: To ensure the availability of basic recreational and sports facilities for all residents</i>	No. of business plans submitted to different institutions to secure funding to develop a Municipal Sport Integrated Management Plan	D	A	CM
Basic Service Delivery	Management of Parks, Cemeteries & Recreation facilities	<i>Objective: To ensure the availability of basic recreational and sports facilities for all residents</i>	Routine maintenance of sports facilities	D	Q	CM

Basic Service Delivery	Public safety	<i>Objective: Safety promotion action plan</i>	Formalise action plan for safety promotion. Enforce Code of Conduct	D	A	CM
Basic Service Delivery	Public safety	<i>Objective: Traffic fines and amount of income generated</i>	Ensure income to exceed expenditure at all times	D	Q	CM
Basic Service Delivery	Public safety	<i>Objective: Structured action plan for law enforcement</i>	Ensure that plan is implemented by receiving reports from traffic officials	D	Q	CM
Basic Service Delivery	Public safety	<i>Objective: Enforcement of by-laws and illegal land occupation</i>	Incorporate function into job descriptions of law enforcement staff	D	Q	CM
Basic Service Delivery	Public safety	<i>Objective: Disaster Management and fire fighting action plan</i>	Approval and implementation of action plan	D	A	CM
Basic Service Delivery	Public safety	<i>Objective: To ensure inter-governmental linkage in terms of public safety through the Community Policing Forum</i>	No. of meetings attended per month	D	M	CM
Basic Service Delivery	Public safety	<i>Objective: To ensure proper road markings and signage</i>	% of reported issues dealt with within 7 days	D	M	CM
Basic Service Delivery	Refuse removal	<i>Objective: To render a basic solid waste removal system</i>	% of households in AbaQulusi receiving a basic solid waste removal service on a weekly basis	D	M	CM
Basic Service Delivery	Refuse removal	<i>Objective: Removal of refuse</i>	No. of reports received on conditions at refuse sites on a monthly basis	D	M	CM

Basic Service Delivery	Refuse removal	<i>Objective: To render a basic solid waste removal system</i>	% of businesses in urban areas receiving the service on a daily basis	D	Q	CM
Basic Service Delivery	Refuse removal	<i>Objective: To render a basic solid waste removal system</i>	To develop and review the Waste Management Strategy	D	A	CM
Basic Service Delivery	Refuse removal	<i>Objective: To render a basic solid waste removal system</i>	To develop solid waste by-laws	D	A	CM
Basic Service Delivery	Registration and licensing of motor vehicles	<i>Objective: To ensure revenue in terms of registration and licensing of motor vehicles</i>	Actual income vs. budgeted income	D	Q	CM
Basic Service Delivery	Scholar patrols	<i>Objective: To ensure the safety of learners when crossing roads to school</i>	% of schools with scholar patrols projects implemented	D	A	CM
Basic Service Delivery	Security	<i>Objective: Access control to municipal buildings</i>	Compilation of a Security Management Plan	D	A	CM
Basic Service Delivery	Security	<i>Objective: Access control to municipal buildings</i>	Review and implementation of emergency plan / drill at all municipal manager and directorate offices / emergency access to buildings)	D	A	CM
Basic Service Delivery	Swimming Pools	<i>Objective: To ensure that existing swimming pools are well maintained and at a good standard</i>	No. of routine maintenance done per month	D	M	CM
Basic Service Delivery	Testing & licensing centres	<i>Objective: Ensure high performance of staff by setting challenges for performance</i>	Monthly Reports on viability of facility	D	M	CM
Basic Service Delivery	Testing & licensing centres	<i>Objective: Control measures to prevent any form of corruption</i>	Enforce Ethical Code and report on contravention	D	M	CM

Basic Service Delivery	Testing & licensing centres	<i>Objective: To ensure an effective and efficient Testing Centre</i>	Compliance with National requirements for testing centres	D	Q	CM
Basic Service Delivery	Traffic Law enforcement	<i>Objective: To ensure safety for all road users within AbaQulusi</i>	No. of roadblocks done	D	M	CM
Basic Service Delivery	Traffic Law enforcement	<i>Objective: To ensure safety for all road users within AbaQulusi</i>	No. of Special operations done	D	M	CM
Basic Service Delivery	Traffic Law enforcement	<i>Objective: To ensure safety for all road users within AbaQulusi</i>	No. of tickets issued	D	M	CM
Basic Service Delivery	Traffic Law enforcement	<i>Objective: To ensure safety for all road users within AbaQulusi</i>	No. of Traffic Calming measure	D	M	CM
Basic Service Delivery	Waste site	<i>Objective: To ensure proper management of solid waste site</i>	No. of times vector control done at the waste site	D	Q	CM
Basic Service Delivery	Waste site	<i>Objective: To render a basic solid waste removal system</i>	No. of fines Issued for illegal dumping	D	M	CM
Good Governance & Public Participation	Administration	<i>Objective: Action plan to empower women in the rural population</i>	Mobilise communities in 4 wards	D	Q	CM
Good Governance & Public Participation	Administration	<i>Objective: Action plans to involve the youth</i>	Establish youth sport forums in all wards	D	Q	CM
Good Governance & Public Participation	Administration	<i>Objective: Cultural promotion programs</i>	No. of promotional activities arranged	D	Q	CM
Good Governance & Public Participation	Community Participation	<i>Objective: Partnership operations of the CDW's to ensure participation</i>	No. of meetings attended with CDW's	D	Q	CM
Good Governance & Public Participation	Community Participation	<i>Objective: Develop a community participation plan to ensure involvement by community in municipal affairs</i>	Review development plan to obtain funding	D	A	CM

Good Governance & Public Participation	Community Participation	<i>Objective: Success or failure of community participation</i>	Evaluate success of ward committees by submission of report	D	Q	CM
Good Governance & Public Participation	Community Participation	<i>Objective: Capacity building in communities to understand municipal affairs</i>	Ensure training of ward committees by responsible department	D	A	CM
Good Governance & Public Participation	Community Participation	<i>Objective: Ensure community participation in budget approval and performance management system of the municipality</i>	No. of meetings held with ward committees	D	A	CM
Good Governance & Public Participation	Community Participation	<i>Objective: Socio-economic studies</i>	Involve the CDW's in surveys and arrange at least two surveys on socio-economic issues	D	A	CM
Municipal Financial Viability & Management	Administration	<i>Objective: Management of the budget (Community Services budget)</i>	Actual income vs. budgeted income	D	Q	CM
Municipal Financial Viability & Management	Administration	<i>Objective: Management of the budget (Community Services budget)</i>	Actual expenditure vs. budgeted expenditure	D	Q	CM
Municipal Financial Viability & Management	Administration	<i>Objective: Management of the budget (Community Services budget)</i>	% of budgeted amount spent to date on capital projects	D	Q	CM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Ensure proper supervision of all staff</i>	No. of quarterly reports on the performance of the different units	D	Q	CM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Strategic planning session for department</i>	Arrange strategic workshop	D	A	CM
Municipal Institutional Development & Transformation	Administration	<i>Objective: Develop a social development master plan</i>	Obtain funding to develop the plan	D	A	CM

Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure effective delegations are done in writing</i>	All delegations to be done in writing	D	Q	CM
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	To review all policies and procedures on a annual basis	D	A	CM
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Update systems / procedures / control measures to minimize opportunities for negligence fraud and corruption.	D	A	CM
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of written correspondence responded to within 14 days	D	Q	CM
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of council resolution implemented within a reasonable timeframe after minutes are available.	D	Q	CM
Basic Service Delivery and Infrastructure	Cemetery Services	<i>Objective: Provision of cemetery services in accordance with legislation</i>	To identify new suitable sites for cemeteries	D		
Basic Service Delivery and Infrastructure	Housing and Land delivery	<i>Objective: Development of new residential stands</i>	To identify appropriate land for housing development and land reform	D		
Basic Service Delivery and Infrastructure	Housing and Land delivery	<i>Objective: Develop 5 year strategic plan</i>	Develop the housing plan	D		
Basic Service Delivery and Infrastructure	Refuse Removal and Waste Management	<i>Objective: To provide and ensure a safe and healthy environment</i>	To develop and review a Waste management Plan in line with the relevant legislation	D		

DIRECTORATE SCORECARD: TECHNICAL SERVICES (2008-2009)

Key Performance Area (KPA)	Performance Area (PA)	Objective	Key Performance Indicator (KPI)	KPI Type	Freq	Dir.
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective: To improve access to electricity and other forms of energy where applicable.</i>	Support ESKOM & Municipal Electrification Program.	D	Q	T
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective: To improve access to electricity and other forms of energy where applicable.</i>	Investigation into alternative energy supply program.	D	A	T
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective: To Provide electricity within the AbaQulusi licenced areas</i>	To develop and implement an Electrification Master Plan	D	A	T
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective: To Provide electricity within the AbaQulusi licenced areas</i>	To ensure the Electrification Master Plan takes into account Eskom priorities	D	A	T
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective: To facilitate supply of electricity outside the licensed areas</i>	To promote efficient use of electricity through educational programmes	D	Q	T
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective; To improve awareness of electricity issues and other forms of energy.</i>	Join hands with ESKOM to promote awareness	D	Q	T
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective: To improve the electricity network in the licensed area</i>	Develop Electrification Master Plan	D	A	T
Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective; To improve the electricity network in the licensed area</i>	Liaise with ESKOM to speed-up service delivery on Eskom licensed areas.	D	M	T

Basic Service Delivery and Infrastructure	Electricity and other forms of energy.	<i>Objective: To improve the electricity network in the license Area</i>	To obtain ESKOM Service Delivery Plan	D	A	T
Basic Service Delivery and Infrastructure	Geographic Information System	<i>Objective; To develop an integrated land and development information management system.</i>	Acquisition of additional equipment.	D	Q	T
Basic Service Delivery and Infrastructure	Geographic Information System	<i>Objective; To develop an integrated land and development information management system.</i>	Staff training.	D	Q	T
Basic Service Delivery and Infrastructure	Geographic Information System	<i>Objective: To develop an integrated land and development information management system.</i>	Collection of information and development of database.	D	Q	T
Basic Service Delivery and Infrastructure	Indigent Support Systems	<i>Objective: Installation of meters</i>	% meters installed as per instruction received from Finance Department	D	M	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: General	<i>Objective: Occupational health and safety</i>	Constitution of Committees and training	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: General	<i>Objective: To ensure safe communications</i>	Purchase and maintenance of two way radio's	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: General	<i>Objective: To ensure smooth functioning of the department</i>	Purchase and maintenance of tools of the trade	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Roads & Stormwater	<i>Objective: Repair tar roads – Hlobane</i>	Maintenance and repair of existing roads	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Roads & Stormwater	<i>Objective: To ensure service delivery</i>	eMondlo taxi rank	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Roads & Stormwater	<i>Objective: To ensure service delivery</i>	Bus route Phase 6B	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Roads & Stormwater	<i>Objective: To keep the municipal roads in good condition</i>	Maintenance of rural roads	D	Q	T

Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Roads & Stormwater	<i>Objective: To improve education standards</i>	Build new crèche for Lakeside	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: To improve services in CBD area</i>	Upgrade infrastructure – Mason/Empire Phase II	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: To improve services in CBD area</i>	AbaQulusi sub-station Phase III	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: To improve sub-station communications</i>	Telemetry and radio communications for sub-stations - SCADA	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: To improve energy efficiency</i>	Replacing of street-lighting (energy saving lamps)	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: Develop infrastructure in CBD area</i>	Upgrade infrastructure – Mason Street Phase II	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: To improve standards & services to areas</i>	Installation of new streetlights – eMondlo, Hlobane, Coronation & Vryheid	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: Improve services to area</i>	Stilwater line strengthening Phase II	D	Q	T
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: Electrical	<i>Objective: To ensure revenue</i>	Upgrade pre-paid meters	D	Q	T
Basic Service Delivery and Infrastructure	Land Use Management	<i>Objective: To promote harmonious and coordinated land use.</i>	To provide efficient and effective Building control services	D	M	T
Basic Service Delivery and Infrastructure	Land Use Management	<i>Objective: To promote harmonious and coordinated land use.</i>	Administration of the Town Planning Scheme.	D	Q	T
Basic Service Delivery and Infrastructure	Land Use Management	<i>Objective: Develop a uniform land use management system</i>	Administration of development applications.	D	M	T

Basic Service Delivery and Infrastructure	Land Use Management	<i>Objective: Develop a uniform land use management system</i>	Development of Framework Plans for emerging settlement	D	Q	T
Basic Service Delivery and Infrastructure	Management	<i>Objective: Compliance with Batho Pele principles</i>	Arrange training for staff on the principles	D	Q	T
Basic Service Delivery and Infrastructure	Management	<i>Objective: Disconnection of illegal connections</i>	Submit monthly reports to EXCO on progress made	D	M	T
Basic Service Delivery and Infrastructure	Management	<i>Objective: Maintenance plan for existing roads network</i>	Develop Roads Network Maintenance Plan	D	A	T
Basic Service Delivery and Infrastructure	Management	<i>Objective: Management of service provider on outsourced services</i>	Regular reporting on performance	D	Q	T
Basic Service Delivery and Infrastructure	Management	<i>Objective: Vehicle Fleet management</i>	Centralise control of vehicles	D	Q	T
Basic Service Delivery and Infrastructure	Management	<i>Objective: Strategic planning session for the department</i>	Arrange workshop	D	A	T
Basic Service Delivery and Infrastructure	O&M	<i>Objective: New electrical connections</i>	Install connections	D	M	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Approval of building plans and inspection</i>	Submission of monthly reports	D	M	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Annual revision of IDP</i>	Ensure revision to be on time	D	A	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Implementation of IDP</i>	Report on progress to EXCO	D	A	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Local Economic Development Plan</i>	Appoint service provider	D	A	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Land Use Management scheme</i>	Finalise LUMS	D	A	T

Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Develop a strategic environment assessment of the municipal area</i>	Appoint service provider to do the assessment	D	A	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Actions to promote environmental awareness</i>	Train technical staff	D	Q	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective; Ensure the environmental sustainability within the context of all spatial development in the municipal area</i>	Planner to accept responsibility	D	Q	T
Basic Service Delivery and Infrastructure	PLANNING AND DEVELOPMENT	<i>Objective: Alignment of department planning with IDP priorities</i>	Available funds must be used to address determined needs.	D	Q	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To keep the municipal roads in good condition.</i>	Participation in the Rural Road Transportation Forum.	D	Q	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To keep the municipal roads in good condition.</i>	Maintenance of municipal roads.	D	Q	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To keep the municipal roads in good condition.</i>	Maintenance of storm-water drainage on municipal roads.	D	Q	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To ensure a well functioning stormwater network system and upgrading in accordance with the Stormwater Master plan</i>	% of budgeted amount spent for the upgrading of problematic stormwater systems	D	Q	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To ensure proper maintenance of all Roads and Stormwater Systems in AbaQulusi</i>	km of roads maintained under the routine maintenance programme	D	A	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To ensure proper maintenance of all Roads and Stormwater Systems in AbaQulusi</i>	Compilation of a Pavement Management Plan (PMP)	D	A	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To ensure that all roads constructed by Provincial departments, Municipality and private developers meet the specified standards</i>	No. of ad hoc site inspections done	D	Q	T

Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To ensure timeous response to customer complaints about roads</i>	% of complaints responded to and completed regarding roads maintenance (tarred roads - potholes) - within one week of receiving of complaint	D	Q	T
Basic Service Delivery and Infrastructure	Roads and storm water	<i>Objective: To ensure timeous response to customer complaints about stormwater</i>	% of complaints responded to and completed within one week of reporting thereof	D	Q	T
Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: To promote harmonious and coordinated land use.</i>	Preparation of Land Use Management Systems.	D	A	T
Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: To promote harmonious and coordinated land use.</i>	Review of the Vryheid and Louwsburg Town Planning Schemes.	D	A	T
Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: Spatial restructuring and integration</i>	Preparation and implementation of a Spatial Development Framework.	D	A	T
Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: Spatial restructuring and integration</i>	Finalize appropriate spatial policies in the IDPs linked to municipal wide land use management system.	D	A	T
Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: Establish hierarchy of nodes</i>	Project-based spatial planning.	D	Q	T
Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: Spatial restructuring and integration</i>	To produce policies and plans which guide and manage development	D	A	T

Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: Spatial restructuring and integration</i>	Development of corridors and precinct plans	D	Q	T
Basic Service Delivery and Infrastructure	Spatial Planning and restructuring	<i>Objective: Spatial restructuring and integration</i>	Implementation of Precinct plans	D	Q	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objective: The provision of adequate space for formal cemeteries</i>	No. of sites made available for formal cemeteries	D	A	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objective: To ensure that all uncompleted RDP and PHP houses are provided with Occupation Certificate</i>	No. of Occupation Certificates issued	D	A	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objective: To ensure that town planning applications are efficiently processed within two months</i>	% of town planning applications or instructions received and processed within two weeks - start town planning process	D	Q	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objective: To ensure that town planning applications are efficiently processed within two months</i>	% of town planning applications or instructions completed within 2 months of submission	D	Q	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objective: To ensure timeous and proper planning for township establishment</i>	No. of new proclaimed erven to be established in Vryheid	D	Q	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objective: To facilitate that households residing in sustainable rural village will have proper land tenure</i>	Submit business plans for funding for households in rural villages to have proper land tenure	D	A	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objectives: To ensure all buildings meets the SABS standards</i>	% of building plans received and approved within 4 weeks of submission	D	M	T

Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objectives: To ensure timeous response to customer complaints about building control</i>	% of complaints about building control responded to within 48 hrs of receiving complaint	D	M	T
Basic Service Delivery and Infrastructure	Town Planning and Building Control	<i>Objectives: To ensure timeous response to customer complaints about building control</i>	% of physical on-site building inspections related to the number of building plans approved	D	M	T
Municipal Financial Viability & Management	Administration	<i>Objective: Ensure proper supervision of all staff</i>	No. of quarterly reports on the performance of the different units	D	Q	T
Municipal Financial Viability & Management	Administration	<i>Objective: Management of the budget</i>	Actual income vs. budgeted income	D	M	T
Municipal Financial Viability & Management	Administration	<i>Objective: Management of the budget</i>	Actual expenditure vs. budgeted expenditure	D	M	T
Municipal Financial Viability & Management	Administration	<i>Objective: To ensure effective delegations are done in writing</i>	All delegations to be done in writing	D	M	T
Municipal Financial Viability & Management	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	No of reviews on systems, policies and procedures on a yearly basis	D	A	T
Municipal Financial Viability & Management	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Update systems / procedures / control measures to minimize opportunities negligence fraud and corruption.	D	A	T
Municipal Financial Viability & Management	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of written correspondence responded to within 14 days	D	Q	T

Municipal Financial Viability & Management	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of Council resolutions implemented within 7 working days after minutes are available	D	Q	T
Municipal Financial Viability & Management	Town Planning and Building Control	<i>Objective; To ensure that all liquor businesses operate on the right premises that are zoned for that purpose - business one</i>	% of liquor businesses operating on properties correctly zoned	D	A	T
Municipal Institutional Development & Transformation	Environmental Management	<i>Objective: To ensure the compilation of an Environmental Management Plan</i>	To develop and implement an Environmental Management Plan	D	A	T
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Three-year plan for infrastructure provision through MIG funding</i>	Finalisation of plan	D	A	T
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Submissions to obtain MIG funding</i>	Business plans to obtain funds to be submitted	D	A	T
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Road and storm water plan</i>	Appoint service provider to develop plan	D	A	T
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: New electricity connections</i>	Installation of connections Bhekumthethwa, Vrede, Clifffdale, Bhekuzulu 6B, Vryheid Extension 13 and 15	D	Q	T

Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Housing project Phase 6B</i>	% of houses built	D	Q	T
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Housing project Extension 16</i>	% of houses built	D	Q	T
Municipal Institutional Development & Transformation	Municipal buildings	<i>Objective: To ensure proper maintenance of Municipal buildings</i>	% of money spent for the maintenance of Municipal buildings according to the Maintenance Plan.	D	A	T

DIRECTORATE SCORECARD: WATER & SANITATION SERVICES (2008-2009)

Key Performance Area (KPA)	Performance Area (PA)	Objective	Key Performance Indicator (KPI)	KPI Type	Freq	Dir.
Basic Service Delivery	Free Basic Water	<i>Objective: To ensure that all households in AbaQulusi have access to basic water at specified standards</i>	% of households supplied with water	D	A	W
Basic Service Delivery and Infrastructure	Indigent Support Systems	<i>Objective: To improve access to basic services.</i>	Free basic services.	D	Q	W
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS	<i>Objective: Vryheid water network refurbishment</i>	Completion of 600m	D	Q	W
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS	<i>Objective: Ensure day to day running of department</i>	Sewer equipment for Vryheid, Hlobane, eMondlo and Coronation to be purchased	D	Q	W
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS	<i>Objective: Progress on the spending of internal funds for capital projects</i>	Submit quarterly reports to EXCO	D	Q	W
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS	<i>Objective: Occupational health and safety</i>	Constitution of Committees and training	D	Q	W
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS	<i>Objective: Ensure safe communications</i>	Purchase and maintenance of two way radio's	D	Q	W
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS	<i>Objective: Ensure tidy site</i>	Purchase and maintain brush cutter & lawnmower at Hlobane	D	Q	W
Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS: General	<i>Objective: To ensure smooth functioning of the department</i>	Purchase and maintain tools of the trade	D	Q	W

Basic Service Delivery and Infrastructure	INTERNAL CAPITAL PROJECTS	<i>Objective: To ensure proper bulk supply</i>	Replace water pump	D	Q	W
Basic Service Delivery and Infrastructure	Management	<i>Objective: Interaction with ZDM service provider function on water & sanitation matters</i>	Submit minutes of meetings to EXCO	D	Q	W
Basic Service Delivery and Infrastructure	Management	<i>Objective: Compliance with Batho Pele principles</i>	Arrange training for staff on the principles	D	Q	W
Basic Service Delivery and Infrastructure	Management	<i>Objective: Disconnection of illegal connections</i>	Submit monthly reports to EXCO on progress made	D	M	W
Basic Service Delivery and Infrastructure	Management	<i>Objective: Maintenance plan for existing roads network</i>	Appoint service provider to prepare a plan	D	A	W
Basic Service Delivery and Infrastructure	Management	<i>Objective: Maintenance plan for water and sanitation works</i>	Report to EXCO on compliance with plan	D	Q	W
Basic Service Delivery and Infrastructure	Management	<i>Objective: Management of service provider on outsourced services</i>	Regular reporting on performance	D	Q	W
Basic Service Delivery and Infrastructure	Management	<i>Objective: Strategic planning session for the department</i>	Arrange workshop	D	A	W
Basic Service Delivery and Infrastructure	O&M	<i>Objective: New water connections</i>	Install connections	D	Q	W
Basic Service Delivery and Infrastructure	Planning and development	<i>Objective: Annual revision of IDP</i>	Ensure revision to be on time	D	A	W
Basic Service Delivery and Infrastructure	Planning and development	<i>Objective: Implementation of IDP</i>	Report on progress to EXCO	D	Q	W
Basic Service Delivery and Infrastructure	Planning and development	<i>Objective: Alignment of department planning with IDP priorities</i>	Available funds must be used to address determined needs.	D	Q	W

Basic Service Delivery and Infrastructure	Sewerage	<i>Objective: To ensure that all standards with regard to the purification of sewerage (DWAF) be met</i>	% of households with access to basic sanitation	D	Q	W
Basic Service Delivery and Infrastructure	Sewerage	<i>Objective: To ensure that all standards with regard to the purification of sewerage (DWAF) be met</i>	% of tests / results that meet DWAF standards	D	Q	W
Basic Service Delivery and Infrastructure	Sewerage	<i>Objective: To ensure that all standards with regard to the purification of sewerage (DWAF) be met</i>	% of complaints on blockages responded to and completed within 24 hrs of reporting thereof	D	Q	W
Basic Service Delivery and Infrastructure	Water and sanitation	<i>Objective: To supply appropriate sanitation and potable water to all households in AbaQulusi.</i>	Coordination with Zululand District Municipality on the WSDP.	D	Q	W
Basic Service Delivery and Infrastructure	Water and sanitation	<i>Objective; To supply appropriate sanitation and potable water to all households in AbaQulusi.</i>	Management of re-ticulation projects in urban centres.	D	Q	W
Basic Service Delivery and Infrastructure	Water and sanitation	<i>Objective: To ensure that Water and Sanitation Service is rendered in an efficient and affordable manner</i>	Update of water and sanitation backlog information.	D	Q	W
Basic Service Delivery and Infrastructure	Water and sanitation	<i>Objective: To ensure that Water and Sanitation Service is rendered in an efficient and affordable manner</i>	Increase the capacity of water reservoirs	D	A	W
Basic Service Delivery and Infrastructure	Water and sanitation	<i>Objective: To ensure that all households in AbaQulusi have access to basic water at specified standards</i>	No. of households with access to basic water (rural communities)	D	A	W
Basic Service Delivery and Infrastructure	Water and sanitation	<i>Objective: To ensure that all households in AbaQulusi have access to basic water at specified standards</i>	No. of households with unmetered access to potable water (urban communities)	D	A	W
Basic Service Delivery and Infrastructure	Water Network	<i>Objective: To ensure a well functioning water network system</i>	% of complaints of water responded to within 24 hrs	D	M	W
Basic Service Delivery and Infrastructure	Water Network	<i>Objective: To ensure a well functioning water network system</i>	% of faulty water meters replaced	D	M	W

Basic Service Delivery and Infrastructure	Water purification	<i>Objective: To ensure that all standards with regard to the purification of water (DWAf) be met</i>	No. of water chemical samples tested per quarter	D	Q	W
Basic Service Delivery and Infrastructure	Water purification	<i>Objective: To ensure that all standards with regard to the purification of water (DWAf) be met</i>	No. of water samples bacteriological tested per month	D	M	W
Basic Service Delivery and Infrastructure	Water purification	<i>Objective: To reduce purified water loss</i>	Maintain purified water loss (sales vs. purified) at National Standard of not more than 15%	D	M	W
Municipal Financial Viability & Management	Administration	<i>Objective: Ensure proper supervision of all staff</i>	No. of quarterly reports on the performance of the different units	D	Q	W
Municipal Financial Viability & Management	Administration	<i>Objective: Management of the budget</i>	Actual income vs. budgeted income	D	M	W
Municipal Financial Viability & Management	Administration	<i>Objective: Management of the budget</i>	Actual expenditure vs. budgeted expenditure	D	M	W
Municipal Financial Viability & Management	Administration	<i>Objective: To ensure effective delegations are done in writing</i>	All delegations to be done in writing	D	M	W
Municipal Financial Viability & Management	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	No. of reviews on systems, policies and procedures on a yearly basis	D	A	W
Municipal Financial Viability & Management	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Update systems / procedures / control measures to minimize opportunities negligence fraud and corruption.	D	A	W
Municipal Financial Viability & Management	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of written correspondence responded to within 14 days	D	Q	W
Municipal Financial Viability & Management	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	% of Council resolutions implemented within 7 working days after minutes are available	D	Q	W

Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Three-year plan for infrastructure provision through MIG funding</i>	Finalisation of plan	D	A	W
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Submissions to obtain MIG funding</i>	Business plans to obtain funds to be submitted	D	A	W
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: Water meters completion in eMondlo</i>	Submit practical completion report	D	Q	W
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: To accommodate the increased effluent due to new development</i>	Western sewer line installation	D	A	W
Municipal Institutional Development & Transformation	EXTERNAL CAPITAL PROJECTS	<i>Objective: To accommodate the increased effluent due to new development</i>	Installation of waste water treatment plant	D	A	W

DIRECTORATE SCORECARD: FINANCIAL SERVICES (2008-2009)

Key Performance Area (KPA)	Performance Area (PA)	Objective	Key Performance Indicator (KPI)	KPI Type	Freq	Dir.
Municipal Financial Viability & Management	Indigent Register & Support systems	<i>Objective: Improve access to free basic services</i>	Target: Compile and maintain the indigent register	D	Q	F
Municipal Financial Viability & Management	Indigent Register & Support systems	<i>Objective: Improve access to free basic services</i>	Target: % registered indigents receiving rate rebates	D	A	F
Municipal Financial Viability & Management	Administration : Municipal Stores:	<i>Objective: To ensure that Municipal Stores maintains sufficient and proper stock levels</i>	Target: % of stock levels sampled within specified levels	D	Q	F
Municipal Financial Viability & Management	Anti-corruption initiatives	<i>Objective: To establish and efficient treasury department</i>	Target: Develop and implement an anti-corruption strategy	D	A	F
Municipal Financial Viability & Management	Asset register	<i>Objective: To maintain and prevent the deterioration of municipal property</i>	Target: Undertake a land audit	D	A	F
Municipal Financial Viability & Management	Asset register	<i>Objective: To update and manage council's assets according to Asset Management Policy</i>	Target: Completed and updated Asset Register	D	A	F
Municipal Financial Viability & management	Budget preparation and implementation	<i>Objective: Alignment of budget with the priorities as contained in the IDP</i>	Target: Obtain approval of prioritization model to assist with alignment	D	A	F
Municipal Financial Viability & management	Budget preparation and implementation	<i>Objective: Assistance given to mayor in presentation of budget</i>	Target: Record of meetings where Mayor was assisted	D	A	F
Municipal Financial Viability & Management	Budget preparation and implementation	<i>Objective: Mid-year situation regarding performance of the municipality and the state of the budget</i>	Target: Report on performance to be submitted to Exco	D	Q	F
Municipal Financial Viability & Management	Budget preparation and implementation	<i>Objective: Monthly budget statements submitted to the Mayor as required by section 71 of the MFMA</i>	Target: Number of Monthly and quarterly reports submitted to Council	D	Q	F

Municipal Financial Viability & management	Budget preparation and implementation	<i>Objective: Preparation of adjustment budget</i>	Target: Submission in terms of the MFMA	D	A	F
Municipal Financial Viability & management	Budget preparation and implementation	<i>Objective: Preparation of budget in time</i>	Target: Approvals to be in place as required by law	D	A	F
Municipal Financial Viability & Management	Budget preparation and implementation	<i>Objective: Reports on utilization of conditional grants from DLGTA and National Treasury Target</i>	Target: Full compliance with requirement	D	M	F
Municipal Financial Viability & management	Budget preparation and implementation	<i>Objective: Service delivery and Budget Implementation Plan for Finance</i>	Target: Implementation of Plan	D	A	F
Municipal Financial Viability & Management	Budget preparation and implementation	<i>Objective: To compile a credible budget according to the MFMA</i>	Target: Budget schedule be approved by council annually	D	A	F
Municipal Financial Viability & Management	Budget preparation and implementation	<i>Objective: To strictly adhere to Budget Control according to MFMA</i>	Target: No. of Completed Monthly budget statements	D	M	F
Municipal Financial Viability & Management	Cashiers / enquires	<i>Objective: To ensure that all cashiers balance on a daily basis.</i>	Target: Daily reconciliation of cash received against transactions	D	M	F
Municipal Financial Viability & Management	Debt collection/management	<i>Objective: Compliance with monies owed to the municipality to be paid within 30 days</i>	Target: 90% of monies to be collected in time	D	M	F
Municipal Financial Viability & Management	Debt collection/management	<i>Objective: Disconnection of illegal connections.</i>	Target: Submit monthly reports to Exco on progress made	D	M	F
Municipal Financial Viability & Management	Debt collection/management	<i>Objective: Implementation of a credit control and debt collection policy</i>	Target: Report on quarterly basis to Exco on implementation of policy	D	Q	F
Municipal Financial Viability & Management	Debt collection/management	<i>Objective: Revenue collection</i>	Target: 90% collection	D	M	F
Municipal Financial Viability & Management	Debt collection/management	<i>Objective: To ensure the collection of monies billed and to specify procedures in respect of non-payment</i>	Target: Develop procedures and strategy to improve billing and revenue collection	D	M	F

Municipal Financial Viability & Management	Debt collection/management	<i>Objective: To establish and efficient treasury department</i>	Target: Develop a Debt Recovery Plan	D	A	F
Municipal Financial Viability & Management	Financial Planning	<i>Objective: Compliance with the reporting system required in terms of Section 74 of the MFMA</i>	Target: Reports being submitted	D	A	F
Municipal Financial Viability & Management	Financial Planning	<i>Objective: To ensure timeous submission of in-year Financial Reports in accordance with the MFMA</i>	Target: Financial statements	D	A	F
Municipal Financial Viability & Management	Financial Planning	<i>Objective: To ensure timeously submission of Financial Statements (MFMA)</i>	Target: Compile Financial Statements	D	A	F
Municipal Financial Viability & Management	Financial planning	<i>Objective: Preparation of a financial plan for the Municipality</i>	Target: To be completed in time	D	A	F
Municipal Financial Viability & Management	Financial planning	<i>Objective: Strategic planning session for the department</i>	Target: Arrange strategic planning session	D	A	F
Municipal Financial Viability & Management	Financial policies	<i>Objective: Development of outstanding policies</i>	Target: Appoint service provider to develop required financial policies	D	A	F
Municipal Financial Viability & Management	Financial policies	<i>Objective: Implementation of tariff policy</i>	Target: Implementation of approved tariff policy	D	A	F
Municipal Financial Viability & Management	Income and Poverty tariff:	<i>Objective: To Ensure actual income versus budgeted income will realise</i>	Target: % of credible accounts delivered timeously	D	M	F
Municipal Financial Viability & management	Internal audit	<i>Objective: Outsourced internal audit in place in accordance with prescribed norms and standards</i>	Target: Report to MM on internal audit function on quarterly basis	D	Q	F
Municipal Financial Viability & Management	Meter reading	<i>Objective: Meter reading is done timeously and accurately</i>	Target: % of meters read	D	M	F
Municipal Financial Viability & management	Municipal Property Rates	<i>Objective: Compilation of new property valuation roll for the municipality</i>	Target: Appoint property valuer on shared basis	D	A	F

Municipal Financial Viability & Management	Municipal Property Rates	<i>Objective: Monitor progress with compilation of valuation roll.</i>	Target: Submit progress report to Exco	D	Q	F
Municipal Financial Viability & Management	Municipal Property Rates	<i>Objective: To broaden the income base of Council</i>	Target: Maintenance of a valuation roll	D	A	F
Municipal Financial Viability & management	Municipal Property Rates	<i>Objective: To implement the Municipal Property Rates Act</i>	Target: Develop and review rates policy	D	A	F
Municipal Financial Viability & management	Municipal Property Rates	<i>Objective: To implement the Municipal Property Rates Act</i>	Target: To develop and adopt Rates By-laws	D	A	F
Municipal Financial Viability & Management	Municipal Property Rates	<i>Objective: To maintain and prevent the deterioration of municipal property</i>	Target: Implement an automated Land Management system	D	A	F
Municipal Financial Viability & Management	Municipal Property Rates	<i>Objective: To maintain and prevent the deterioration of municipal property</i>	Target: To maintain Council Property to a predetermined standard	D	A	F
Municipal Financial Viability & management	Municipal Property Rates	<i>Objective: Valuation of all properties within the AbaQulusi LM boundary</i>	Target: Establish market related valuation roll	D	A	F
Municipal Financial Viability & Management	Over-all Finance of the Municipality	<i>Objective: Management of the budget</i>	Target: % of budgeted amount spent to date on capital projects	D	M	F
Municipal Financial Viability & Management	Over-all Finance of the Municipality	<i>Objective: Management of the budget and compliance with the MFMA</i>	Target: Actual income vs. budgeted income	D	M	F
Municipal Financial Viability & Management	Over-all Finance of the Municipality	<i>Objective: Management of the budget and compliance with the MFMA</i>	Target: Actual expenditure vs. budgeted expenditure	D	M	F
Municipal Financial Viability & management	Risk Management	<i>Objective: To assess the risks of the municipality</i>	Target: Review adopted Risk Management Policy	D	A	F
Municipal Financial Viability & management	Risk Management	<i>Objective: To assess the risks of the municipality and assign risk management responsibility</i>	Target: To develop and adopt a risk assessment plan	D	A	F
Municipal Financial Viability & management	Risk Management	<i>Objective: To identify the risks of the municipality</i>	Target: Perform risk analysis	D	A	F
Municipal Financial Viability & Management	Salaries	<i>Objective: To ensure the timeous and accurate payment of salaries and benefits</i>	Target: All personnel to be paid on the 25th of each month	D	M	F

Municipal Financial Viability & Management	Supply Chain Management	<i>Objective :To develop and maintain a credible Procurement database</i>	Target: Develop an electronically secured database	D	A	F
Municipal Financial Viability & Management	Supply Chain Management	<i>Objective: To monitor adherence to the SCM regulations and policies by all Departments</i>	Target: Verify all compliance are met according to the SCM Regulations	D	A	F
Municipal Financial Viability & management	Supply Chain Management	<i>Objective: To be 100% compliant with the SCM regulations</i>	Target: Complete and review a compliant SCM policy	D	A	F
Municipal Financial Viability & management	Supply Chain Management	<i>Objective: To be 100% compliant with the SCM regulations</i>	Target: To establish an efficient and fully functional Supply Chain Management Unit	D	A	F
Municipal Financial Viability & Management	Tariffs	<i>Objective: To be determined annually in line with the budget</i>	Target: Amended rates approved by council	D	A	F
Municipal Institutional Development & Transformation	Investment	<i>Objective: To ensure that all surplus funds of council is invested</i>	Target: Value of investments done in terms of the investment policy of Council	D	A	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: Actions taken to prevent unauthorized and wasteful expenditure and other losses</i>	Target: Submit reports on incidences of expenditure outside of budget to MM	D	M	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: Completion of financial statements in time for submission to AG</i>	Target: Compliance with requirements	D	A	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: Finalisation of delegations by chief financial officer to his staff</i>	Target: Delegations drafted for implementation	D	A	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: Introduction of help-line/customer service</i>	Target: Fully operational	D	A	F

Municipal Institutional Development & Transformation	Administration	<i>Objective: Keeping of records of finances according to pre-scribed norms and standards</i>	Target: Submission of monthly reports	D	M	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: Monthly reconciliation of expenditure and revenue accounts (suspense accounts and Bank reconciliation)</i>	Target: Done on monthly basis	D	M	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure effective delegations are done in writing</i>	Target: All delegations to be done in writing	D	A	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure that Systems, Procedures and Control measures are updated regularly</i>	Target: Update systems / procedures / control measures to minimize negligence fraud and corruption.	D	A	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: To ensure the effective implementation of projects budgeted for</i>	Target: % of capital projects for 2008/09 implemented	D	A	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	Target: % of written correspondence responded to within 14 days	D	Q	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: To perform the administrative functions of the directorate</i>	Target: % of council resolution implemented within 7 working days after minutes are available	D	Q	F
Municipal Institutional Development & Transformation	Administration	<i>Objective: To reduce outstanding debtors</i>	Target: % reduction of outstanding debt	D	M	F
Municipal Institutional Development & Transformation	Bank	<i>Objective: To reconcile bank account</i>	Target: Monthly bank statements with cash book	D	M	F
Municipal Institutional Development & Transformation	Insurance	<i>Objective: Asset management</i>	Target: Maintain the asset register	D	Q	F
Municipal Institutional Development & Transformation	Insurance	<i>Objective: To ensure that all assets of council is insured against risks</i>	Target: All assets of Council are insured with correct values	D	Q	F

**Please forward your comments to:
corporateservices@abaqulusi.co.za
www.abaqulusi.co.za
034-9822 133 ext2226**